



City of Kenmore - 18120 68th Avenue NE - Kenmore, WA 98028
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**City of Kenmore
City Council Regular Meeting Agenda
7:00 p.m., Monday, January 13, 2020
Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028**

If you have any questions or to confirm agenda items prior to the meeting, or if you require special accommodations, please call the City Clerk at 425-398-8900. You may also stop by City Hall at 18120 68th Avenue NE, Kenmore. Council agendas are also available on our website at www.kenmorewa.gov.

I. CALL MEETING TO ORDER

II. ROLL CALL

III. SWEARING IN OF COUNCILMEMBERS

- A. Swearing in of Councilmembers David Baker, Milton Curtis, Corina Pfeil and Melanie O'Cain

IV. FLAG SALUTE

V. ELECTION OF MAYOR

- A. Process for Election of Mayor and Deputy Mayor
[Agenda Bill](#)

VI. ELECTION OF DEPUTY MAYOR

VII. AGENDA APPROVAL

VIII. CITIZEN COMMENTS

- A. This is an opportunity to express your views on issues that are important to you and to the community. Please limit your comments to three (3) minutes.

IX. JOINT MEETING WITH THE PLANNING COMMISSION

- A. Present the Recommended Parks, Recreation and Open Space (PROS) Plan - Debbie Bent, Community Development Director and Lauri Anderson, Principal Planner

[Agenda Bill
Presentation](#)

- B. Present Recommended Accessory Dwelling Unit (ADU) Code Amendments - Debbie Bent, Community Development Director and Lauri Anderson, Principal Planner

[Agenda Item](#)

X. CONSENT AGENDA

- A. Total Check #s 43919 through #44019 in the amount of \$1,037,906.84.
Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account
Electronic Deposits Dated: 12/6/19 in the amount of \$154,133.96.
Investment Purchases Dated 10/29/19 and 11/1/19 in the amounts of
\$1,002,595.00 & \$1,000,000.00.
W&W Bond Payment dated 12/2/19 in the amount of \$1,086,575.00.

[Checks](#)

- B. Total Check #s 44020 through #44090 in the amount of \$257,474.52.
Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account
Electronic Deposits Dated: 12/20/19.
Electronic Funds Transfer - 12/23/19 in the amount of \$4,749.83.

[Checks](#)

- C. Authorize the City Manager to Execute Contract 20-C2128 with Red Barn Engineering to Continue to Perform Development Engineering Inspection Services

[Agenda Item](#)

- D. Authorize the City Manager to Execute Contract 20-C2129 with PACE Engineering, Inc. to Perform Development Review Services

[Agenda Item](#)

- E. Authorize the City Manager to Enter into a Service Agreement with King County Department of Adult and Juvenile Detention Community Work Program

[Agenda Item](#)

- F. Authorize the City Manager to Sell the Recently Installed Lighting System Installed Along NE 181st Street (Between 65th Avenue NE and 67th Avenue NE) to Puget Sound Energy (PSE) and Execute a Bill of Sale and Transfer Agreement and Maintenance Order with Puget Sound Energy

[Agenda Item](#)

- G. Receive and File October 2019 Financial Report for the City of Kenmore, Washington

[Financial Report](#)

XI. BUSINESS AGENDA

- A. West Sammamish River Bridge Project Budget Approval - John Vicente, City Engineer
[Agenda Bill](#)
- B. Review and Appoint Council Committees
[Agenda Item](#)

XII. STAFF REPORT

- A. Open Government Training for Councilmembers
[Agenda Item](#)

XIII. COUNCILMEMBER REPORTS & CONCERNS & INITIATIVES

XIV. ADJOURNMENT

Upcoming Meetings:

- A. Tuesday, January 21, 2020 - Special Council Meeting
Monday, January 27, 2020 - Council Meeting

Subject/Topic: Process for the Election of Mayor and Deputy Mayor

Department: Finance and Administration

Initial & Date

Approved by City Attorney: _____

Approved by Finance Director: _____

Approved by City Manager: _____

Exhibits/Attachments: None

The election of the Mayor and Deputy Mayor can proceed as described below. As Temporary Chair, David Baker, will open and chair the beginning of the January 13th Council meeting and will preside over nominations and election of the Mayor, who will then in turn preside over the election of the Deputy Mayor.

1. The Temporary Chair will ask for nominations for Mayor. Nominations do not require a second. If a nominee desires to decline a nomination they should notify the Temporary Chair immediately.

2. The Temporary Chair will close the floor to nominations when no other nominations are forthcoming.

3. The Temporary Chair will ask the Council to vote on the nominees in the order in which they were nominated. As soon as one of the nominees receives a majority vote, the Temporary Chair declares that person elected, and no votes are taken on the remaining nominees for office. Under this procedure, it is necessary for Councilmembers wishing to vote for a later nominee to vote against an earlier one.

4. You must cast your vote either aye or no for each nominee. Councilmembers may not abstain from voting.

5. The normal method of voting is by voice. Should Council wish to vote by written ballot, the majority of the Council must vote to do so.

6. If the Council fails to select a mayor from the nominees presented, or if not all Councilmembers are present and there is a tie, the nominations may be reopened, and the procedure is repeated.

V. A. Process for Election of Mayor and Deputy Mayor

Subject/Topic: Joint meeting with the Planning Commission to present the recommended Parks, Recreation and Open Space (PROS) Plan Proposed Council Action/Motion: Ask questions and give preliminary direction on the project.	For Council Meeting Agenda of: January 13, 2020 Department: Community Development Prepared by: Debbie Bent, Community Development Director Lauri Anderson, Principal Planner <u>Initial & Date</u> Approved by Department Head: OS 12/20/19. Approved by City Attorney: N/A. Approved by Finance Director: ✓ Jmg 12/31/19 Approved by City Manager: PK Exhibits/Attachments: 1. Recommended PROS Plan
<u>INFORMATION/BACKGROUND:</u> The Planning Commission will present recommendations on the updated Parks, Recreation and Open Space (PROS) plan to Council at the January 13th meeting. Staff will present an introductory overview of the process and changes to the plan. Commission members will then highlight aspects of the plan and the rationale for their recommendations. If Council requests additional information, directs substantive changes or has questions that cannot be addressed at the January 13th meeting, then staff will provide a response at the January 27th Council meeting. Staff anticipates an adopting resolution for Council consideration at the February 10th Council meeting. The Planning Commission has been reviewing the PROS Plan since last spring. The PROS Plan is a requirement for grant funding from the Washington Recreation and Conservation Office (RCO) and must be updated every six years. The City's last PROS Plan was adopted in 2013. The new Plan must be adopted and forwarded to the State by March 1, 2020 to maintain grant eligibility for the coming years. The draft Plan is included as Attachment 1. Later this year, components of the Plan will be considered for adoption into the City's Comprehensive Plan and Capital Facilities Element. Significant changes from the 2013 Plan include: - Updated time horizon for the Plan to 2040. - Significant new community outreach efforts, including a statistically valid community survey, an informal follow-up survey and a community open house. - An updated inventory, reflecting new construction, including the Hangar and Town Square. - A simplification of the park classification system, eliminating previously-overlapping categories. - Information on park programming. Although it is anticipated that programming will continue to be a private effort supported by the City, new details are added.	

- A watershed analysis. This is a new feature used to identify potential gaps in park access.
- Minor changes to the vision and goals.
- A completely new demand and needs analysis. This analysis, using a variety of demand and need parameters, was not part of the 2013 PROS Plan.
- Additional detail on needs related to athletic sports and rowing and water sports.
- A variety of new potential projects, including a Moorlands trail connection, Phase 2 of Squire's Landing, partnership in a regional aquatics/community center, and continuation of, or replacement for, the Bastyr ballfields. Additional projects are identified with no funding assigned (Safe Routes to Parks, ADA/universal access, repair and maintenance, public arts and culture, etc.). These needs have not been assessed or ranked so funding levels are not known at this time. Too, some of these projects may be included in already-funded parks projects.
- A new Capital Facilities Plan (CFP) identifying 20 years of short, mid- and long-term parks projects.
- A level of service analysis.

FISCAL CONSIDERATION:

\$155,000 allocated in the Community Development Department budget for consultant costs related to park consulting services. Contract 18-C1956 with ETC for \$18,750 to complete the citizen survey. Contract with the City's on-call consultant KPFF Contract 15-C1484 Task 31 for \$30,797 for assistance with the demand and need analysis, public open house and compiling the plan document.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

- Goal 2. Implement the Walkways and Waterways projects.
- Goal 7. Implement the Economic Development Plan, with an emphasis on the following key points: Advance Public's Access to Water... Promote the Image of Kenmore.
- Goal 8. Continue to implement a Parks Improvement Plan.
- Goal 9. Build community, celebrate diversity and create fun.
- Goal 10. Protect and enhance the climate, water, air and forest environment.

CITY OF KENMORE

PARKS, RECREATION AND OPEN SPACE PLAN

2019





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CHAPTER 1**INTRODUCTION**

The City of Kenmore's Parks, Recreation and Open Space (PROS) Plan was developed to provide a framework for future development of the parks system and recreation facilities and programs over the next 20 years. The PROS Plan identifies and categorizes existing conditions, evaluates the context of the city and the community it serves, analyzes the demand and need for parks and recreation facilities, and recommends improvements to the parks system to meet the future needs of the community. Both short and long-term improvements are considered, as well as potential funding and implementation of the proposed improvements over time.

Certain portions of this document will be incorporated into the City's Comprehensive Plan. Together, the Comprehensive Plan and PROS Plan serve as a resource for city staff, a vision for the community, and a guide for future decision making around the planning, acquisition, and/or development of parks, recreation, and open space throughout the city.

The PROS Plan also meets the State of Washington's Recreation and Conservation Office's (RCO) planning requirements which will enable the city to apply for parks, recreation and open space grants through various RCO grant programs. This plan is required to be updated every 6 years to maintain grant eligibility and to ensure the recommendations contained within remain consistent with the changing recreation trends, demographic context, and community interests in the city.



Planning Context

Geography

The planning area for the City of Kenmore Parks, Recreation and Open Space Plan is defined by the city limits and the delivery of park and recreation services is defined by the city's parks and recreation facilities. Kenmore is approximately 6.15 square miles in area, with roughly 39,000 lineal feet of shoreline—21,000 lineal feet on Lake Washington and 18,000 lineal feet along the Sammamish River.

Kenmore's development has been strongly influenced by the city's natural environment, including the Sammamish River and Swamp Creek stream corridors, the Lake Washington waterfront, and various wetlands and steep ravines. Commercial activities and multi-family residential development are concentrated along the SR522 corridor and in the Kenmore downtown area. Kenmore is primarily single-family residential development, with several large public and private open space land tracts at Saint Edward State Park, Bastyr University, and the Inglewood Golf and Country Club.

Kenmore's natural resources are an important component of the city's park and recreation system. Many of the city's existing parks are located beside or contain a creek, river, or freshwater shoreline, wetlands or significant forested areas. The City of Kenmore is unique in the abundance of natural systems that weave in and around the city, connecting the different neighborhoods through stream corridors, sensitive areas, and ravines to Swamp Creek, the Sammamish River and Lake Washington. Creating connections and corridors provides essential habitat which contributes to the overall health and viability of both the plant and animal communities in Kenmore. The natural geography of the city provides both opportunities and constraints for meeting park and recreation demands and need.

The city's park system currently consists of 13 parks totaling over 146 acres of park land, including 3.8 miles of multi-purpose trails. Other parks and recreation providers within the city include the State of Washington, Bastyr University, the Northshore School District, and a variety of private operators such as fitness gyms, churches, clubs, and other organizations. When combined with other jurisdictions, there are over 475 acres of park land within the city.

Demographics

The City of Kenmore believes that all residents and all age groups, ethnicities, backgrounds, and interests should have access to parks and recreation opportunities in the city. Planning for future delivery of park and recreation services should acknowledge and anticipate demographic change over time. To do that, existing demographics of the community were identified using 2010 US Census data and the 2017 American Community Survey data.

Parks, Recreation and Open Space Plan

The city's current population is 22,920 with a population growth forecast of 28,473 by the year 2035, as identified in city's Comprehensive Plan. That is a 24% total projected growth, or 1.5% on average annually. Since the population projection data is not yet available beyond 2035 and this is 20-year plan, the rate of population increase is assumed to remain the same and is projected out at the same rate (1.5% average annual growth) to the 2040 planning period. This results in an estimated population of 30,140 by the year 2040 (21 years x 1.5% annually is a 31.5% increase over the planning period; $22,920 \times 31.5\% = 7,120$ additional population expected).

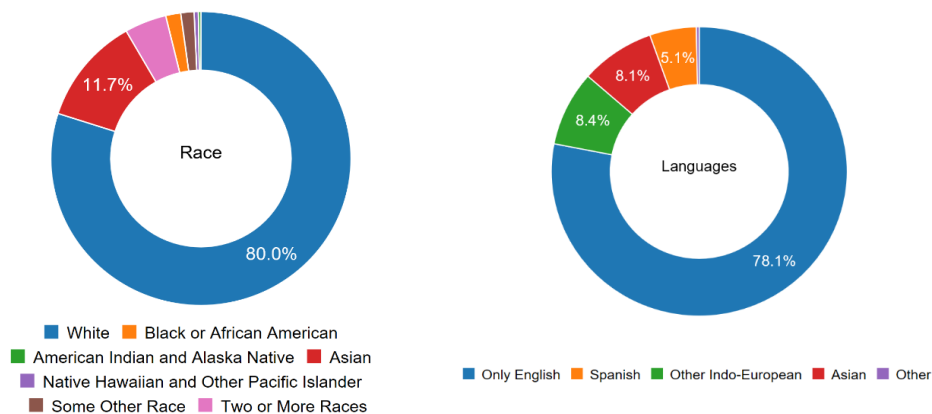
The current population is:

- Median age of 39.6 with the majority of residents between the ages of 25 and 55
- 35.3% of the population is over the age of 50
- 14% are seniors over the age of 65
- 22.8% are under the age of 18
- 7.7% are under the age of 5
- 9.4% are between the ages of 15 and 25.

The median household income was just over \$96,277, which is 7.4% higher than the overall median household income in King County. Only 7.7% of the city's population currently lives below the poverty line.

The majority of the population is White, currently comprising 80% of all residents. Asian and Hispanic/Latino comprise the next largest ethnic groups with 11.7% of residents identifying as Asian and 7.6% Hispanic or Latino. See Figure 1 for a breakdown of different ethnicities and languages spoken in Kenmore. Only 1.6% of the existing population is Black or African American and all other ethnicities make up less than 1% of the total current population.

Figure 1: Diversity of Ethnicity and Languages Spoken in the city.



Source: 2019 World Population Review (www.worldpopulationreview.com)

Bastyr University is the largest single employer in the city with about 500 employees. Kenmore Air Harbor has 250 employees during the peak summer months. Most of the remaining jobs in Kenmore are located in the Kenmore downtown. 68.6% of the city's population commutes to work in a single-occupancy vehicle, 8.2% carpool, and 11.2% take some form of public transportation. 3% take some other form of transportation and 9% generally work from home. An additional 3,079 jobs are also expected to be added in the city between 2010 and 2035.

Resources & Relevant Planning Documents

An understanding of how the PROS Plan fits into the context of other local, state and national planning efforts is a key component of a successful plan. Some of these reference documents are directly tied to the existing or proposed PROS Plan elements, and in other cases they are a resource used to support and guide the planning process. The different relevant planning documents used in the development of this PROS Plan are each described below.

State of Washington Growth Management Act (GMA)

The PROS Plan is designed to meet the requirements of the State of Washington Growth Management Act (GMA), which is codified as Chapter 36.70A Revised Code of Washington. GMA requires local government. GMA requires cities to:

- Designate the general location and extent of land uses including recreation and open space lands
- Identify lands useful for recreation, including wildlife habitat, trails and connection of critical areas
- Estimate park and recreation demand for at least a ten-year period
- Develop a capital facilities plan (CFP) identifying funds necessary to implement the plan for at least a six-year period

The GMA also specifies that adopted plans should ensure that strategies for maintaining adopted levels of service are put in place to accommodate planned future development. This plan satisfies these requirements by identifying existing parks, open space and trail lands, estimating the demand and need for parks and recreation facilities, and including both a 6-year short term Capital Improvement Plan and a 20-year Capital Facilities Plan as part of plan implementation.

City of Kenmore Comprehensive Plan

Some elements of this PROS Plan will also be adopted into the City of Kenmore's Comprehensive Plan as its own planning Element. The Comprehensive Plan is a policy document that articulates the community's vision of future land use and growth for the city and its neighborhoods in a manner that is internally and regionally consistent, achievable, and affordable.

Parks, Recreation and Open Space Plan

The City of Kenmore's first Comprehensive Plan was adopted by the City Council in March of 2001. A major rewrite of the Plan was completed in 2014/2015 and planning for another update is currently in progress, anticipated for completion in 2023. The city intends to update this PROS Plan Element of the Comprehensive Plan every 6 years in order to maintain eligibility for grant programs through the State of Washington Recreation and Conservation Office (RCO). The city works with representatives of special agencies and districts in Kenmore, including A Regional Coalition for Housing (ARCH) and service and utility providers, as well as adjacent jurisdictions as the city develops the Comprehensive Plan. These organizations' representatives provide input and perspectives about their responsibilities and their relationship to Kenmore, and they serve as contact points to obtain information. Specific references from ARCH were used in this PROS Plan to coordinate the demand and need analysis with housing density and affordable housing opportunities in the city. A draft of the Comprehensive Plan Transportation Element is also provided to the Puget Sound Regional Council, as the Regional Transportation Planning Organization (RTPO), for certification. Review by the Washington State Department of Commerce and the State agencies occurs with every amendment to the Comprehensive Plan.

Elements of the Comprehensive Plan related to parks, recreation and open space include:

- Transportation Element
- Natural Environment Sub-Element
- Economic Development Sub-Element
- Capital Facilities Element

The demographic information used in the PROS Plan is also drawn from resources outlined in the Comprehensive Plan. These include the *2010 U.S. Census* data and the *2017 American Community Survey* from the U.S. Census Bureau (www.census.gov).

State of Washington Recreation and Conservation Office (RCO)

RCO is a state agency that manages grant programs aiming to create outdoor recreation opportunities, protect wildlife habitat and farmland, and help return salmon from near extinction. Since the agency began in 1964, it has awarded more than \$1.7 billion in grants to nearly 7,500 projects. Since 1990, the agency averages 230 grant awards, for a total of approximately \$60 million, every fiscal year. RCO requires government agencies to plan for their parks and open space needs, and adopt their plan, in order to apply for grants in the following grant programs areas:

- Boating Facilities Program (BFP)
- Land and Water Conservation Fund (LWCF)
- Non-Highway and Off-Road Vehicle Activities (NOVA)
- Washington Wildlife and Recreation Program (WWRP)

Parks, Recreation and Open Space Plan

Once adopted, a community's PROS plan is required to be updated every 6 years to maintain eligibility for those grant programs. RCO looks for a minimum of six elements in a plan, whether the plan supports a grant application for a capital project (facility development and land acquisition) or a noncapital project (architectural, engineering, planning, etc.). The six elements are:

1. Goals and Objectives
2. Existing System Inventory
3. Public Involvement
4. Demand and Need Analysis
5. Capital Facility Program
6. Plan Adoption (by the governing entity)

The Kenmore PROS Plan, once adopted, brings the city into compliance with all of these requirements.

RCO also plans for and tracks parks and open space needs on a state-wide level, and provides this information to the public. The Washington State Recreation and Conservation Plan 2018-2022 (www.rco.wa.gov) is one of the main resources used by cities to understand recreation trends and community priorities on a regional and state-wide level.

Existing Park Plans

Site specific master plans or concept plans have been developed for most of Kenmore's existing parks. These plans each included an extensive public process to identify what the community would like to see improved or added within the park, along with an analysis of each site to determine what types of facilities or improvements are suitable given the surrounding context. A Master Plan is a formal plan for a given park site that has been adopted by the Kenmore City Council. A concept plan has generally gone through the same process and review by the City Council, but has not been formally adopted.

The purpose of a master plan or concept plan is to express a long-term vision for the park, trail or open space that will guide future improvements. Features shown in the plan illustrate how different park elements could be implemented, and their relationship to other surrounding features. The ideas and improvements shown in a master plan or concept plan are implemented over time, and additional detailed design work is still needed before any construction could begin.

A copy of the existing park Master Plans or Concept Plans is included in Appendix A.

The Trust for Public Land

The Trust for Public Land is a national nonprofit organization with a mission to "create parks and protect land for people, ensuring healthy, livable communities for generations to come." The

organization is a resource for recreation data analysis and mapping techniques to understand parks and open space needs across the country and help plan for those needs. They also help secure funding for parks and conservation and protect the lands needed to connect communities to the outdoor environment. Data available on their website (www.tpl.org) was used as a resource in developing the city's PROS Plan. Specifically, their #10MinWalk mapping tools and *ParkScore*® index were used to generate the walkability analysis for Kenmore. Information on their website was also used to help understand national trends in parks and recreation.

National Recreation and Parks Association (NRPA)

NRPA is one of the leading nonprofit agencies in the country for parks and recreation planning, education, and resources (www.nrpa.org). Their mission is “to advance parks, recreation and environmental conservation efforts that enhance the quality of life for all people.” The NRPA's three “Pillars” of Health & Wellness, Conservation, and Social Equity form the basis of their strategies to improve parks and recreation for all individuals across the country and ties directly to the national trends discussed in the PROS Plan.

The *2019 NRPA Agency Performance Review* was also used to evaluate and compare performance benchmarks. NRPA benchmarks measure parks, recreation and open space land and facilities against a given population size to form a basis of comparison across jurisdictions and agencies of a similar size.

Planning Process

Overview

The planning process, shown in Figure 2, began in 2015 with a public involvement process that included a number of events throughout the plan development. The Kenmore Planning Commission also reviewed and provided feedback on the plan throughout the process.

Once initial feedback was gathered from the early community outreach, an analysis of existing conditions and inventory of parks, recreation and open space facilities and programs was completed. The overall vision and goals for parks and recreation were also updated based on the community feedback received and recommendations provided by City of Kenmore Planning Commission.

A demand and need analysis was conducted to include several different methods for determining parks and recreation needs for the community, along with strategies for how to best meet those needs. Specific recommendations for recreation facility and program improvements were proposed and reviewed with the community and the Planning Commission as part of a draft PROS Plan.

The final Parks, Recreation and Open Space Plan will be adopted by the Kenmore City Council by Resolution with additional review and community outreach included through the adoption process.

The Planning Commission and City Council will also review specific components of this plan for future adoption into the City's Comprehensive Plan as an update to the Parks, Recreation and Open Space Element. This may occur at a later date to coincide with the City's Comprehensive Plan update process.

Figure 2: Outline of the planning process.



Public Involvement

Community engagement plays a critical role in the planning process for parks, recreation and open space in Kenmore. It informs the plan and ensures that the recommendations proposed reflect the interests, needs, and priorities of the community they serve. Results of the various community engagement activities conducted through this planning process are provided in Appendices B-D.

The public involvement process occurred from 2015 to 2019 and included the following:

- Imagine Kenmore Initiative (2015 / 2016)
- Walkways and Waterways Bond Survey (2016)
- Parks and Recreation Survey (2019)
- PROS Plan Survey and Open House (2019)

Imagine Kenmore Initiative (2015/2016)

The Imagine Kenmore Initiative was a research and community engagement process with outreach conducted between September 1 and October 6, 2015. The purpose of the initiative was to actively listen to the community's interests and long-term vision for the city, specifically around transportation and park improvements. Methods of communications and outreach included a dedicated project website and email address, email notifications, city newsletter releases, Facebook ads and event pages, notifications through schools, ads in the local newspaper, poster flyers, two banners at City Hall and on Bothell Way, park signs, and a dedicated computer station at Kenmore Branch Library.

As part of this initiative, the City of Kenmore hosted a community workshop on September 22, 2015. Information presented at the workshop included a 'Big Ideas' comment wall about park, pedestrian and bike improvement ideas, as well as interactive map stations. Participants were encouraged to comment or vote on proposed projects and suggest new ideas. In total, 63 attendees wrote 149 comments.

An online interactive map provided an opportunity for virtual public engagement: participants could place a geographic marker pin on the map to suggest, comment on, and 'like' or 'dislike' projects. The interactive map tool was open from September 1 through October 6, 2015, and was promoted through multiple marketing channels. In total, there were 94 unique commenters. A total of 249 comments were made, including 152 original comments, 84 reply comments, 13 replies disliking a particular comment, 923 likes and 12 dislikes.

To confirm the overall sentiment of the public, a statistically valid telephone survey was conducted in December 2015 to help finalize the results of the community outreach process and lead into the "Walkways and Waterways" ballot measure. 300 people responded to the survey. 66% of respondents felt that the city was doing a good or excellent job and 87% felt that the quality of life in the city was good or excellent. Building more recreational facilities was the number one thing respondents felt the city could do to improve parks and recreation facilities. Of the parks and

recreation facility options provided, improving waterfront access and protecting the natural environment were the top ranked priorities.

An outreach tabling event was held at the King County Public Library System's Kenmore branch library on September 17, 2015. The event lasted for two hours to coincide with library programming. Approximately 40 flyers were handed out, and ten comments were captured.

Finally, an online survey was conducted in 2016 with 328 individuals commenting about pedestrian, bike, and park improvements.

Walkways and Waterways Bond Survey (2016)

In April 2016, a statistically valid telephone survey was conducted to validate the results of the 2015 "Imagine Kenmore" outreach and ensure that the city was continuing to implement recreation facilities and programs that the community supported. The survey included 300 respondents and included a number of questions about how well the city represents community interests and priorities around parks, recreation and trail improvements within the city.

Kenmore Parks and Recreation Survey (2019)

In early 2019, the city conducted a statistically valid survey to update community preferences, needs, and priorities for parks and recreation facilities and programs in advance of starting the PROS Plan update. The survey was completed in March 2019 with 578 respondents. Questions asked about participants current use of the park system, how well the city maintains that system, and how well the existing system meets their needs. The survey also asked about recreation programming needs and priorities, as well as implementation strategies. This survey, as the most recent one conducted, was used heavily in determining the current demand and needs for parks and recreation services in the city.

PROS Plan Survey and Open House (2019)

An informal web-based survey was conducted as part of this PROS Plan update process in order to help determine priorities for recreation program and facility improvements with 532 respondents. Participants were asked what types of *facilities* they needed in their park system. Waterfront/beach access and an indoor swimming pool were the highest ranked needs, followed closely by nature trails, natural areas/reserves, and paved walking/biking trails. Lower ranked priorities included more skateboarding areas, non-motorized boat launch areas, and outdoor tennis or pickleball courts.

The highest ranked *recreation programs* needed included community events and outdoor water-related programming. Other programs needed included adult fitness and wellness, nature/environmental education, and community garden programs. Programs that had less interest

or need by participants included martial arts, tennis lessons and leagues, and programs that targeted only a specific age or ability.

A public open house was held in September, 2019 to allow the public an opportunity to review the recommendations proposed as part of the PROS Plan and offer feedback. Approximately 50 people attended the event. Residents engaged with city staff about their ideas for the future of Kenmore's park system and reviewed draft PROS Plan materials. Many community comments focused on protecting the natural environment, providing more places for kids to play, and improving walking trails or routes. Other comments ranged from turning Lakepointe into a park, providing more waterfront access, keeping athletic fields natural (i.e., no artificial turf and particularly at St. Edward State Park), not allowing additional construction projects in St. Edward State Park, providing more athletic fields, and providing more amenities in general in parks.

CHAPTER 2

EXISTING INVENTORY

Park Facilities

The City of Kenmore has 13 parks, recreation and open space facilities totaling over 146 acres of park land. Over 80% of this park land is forested, wetlands, or natural systems. Other parks and recreation providers within the city that have facilities open to the public include the State of Washington, King County, and Bastyr University. These facilities are listed in Figure 3, along with the improvements available in each park. The parks and open space areas are all located on Map 1. When combined with other jurisdictions, there are over 475 acres of park land within the city, not including recent acquisitions within the Swamp Creek wetlands system that are still in process. Parks and open space in adjacent cities, but in close proximity to Kenmore are also shown on Map 1 for reference, but not included in the inventory or other planning resources.

The Northshore School District and a variety of private operators such as fitness gyms, churches, clubs, and other organizations also have recreation facilities, but are not currently open to the public, though the school facilities are available for community use when reserved through the school district and outside of school hours. The school district facilities and private facilities not open to the public without a fee are not included in this inventory.

Figure 3: Kenmore's Park and Recreation System Inventory.

Parks, Recreation & Open Space Facilities	Boat Launch / Dry Moorage	Hand Powered Boat Launching	Water Access / Fishing	Playground	Skate Park	Playfield	Restroom (*Portable / ~Indoor)	Picnic Shelter	Picnic Tables	Paths	Hiking Trails	Paved Trails	Parking
Linwood Park				X						X			
Moorlands Park				X		X	X	X	X	X			X
Northshore Summit Park				X						X			
Squire's Landing Park		X	X				*X		X	X	X		X
Wallace Swamp Creek Park			X						X	X	X		X

Parks, Recreation and Open Space Plan

Parks, Recreation & Open Space Facilities	Boat Launch / Dry Moorage	Hand Powered Boat Launching	Water Access / Fishing	Playground	Skate Park	Playfield	Restroom (*Portable /	Picnic Shelter	Picnic Tables	Paths	Hiking Trails	Paved Trails	Parking
Rhododendron Park & Senior Center		X	X	X		X	X	X	X	X			X
Log Boom Park	X	X	X	X			X		X	X			X
Twin Springs Park											X		X
City Hall Park & Jack Crawford Skate Park					X		~X		X	X			X
Town Center & Hangar Building							~X		X	X			X
Swamp Creek Wetland Open Spaces			X										
Inglemoor Wetlands			X										
Tolt-Pipeline Trail (1.3 miles)										X		X	
CITY TOTAL	1	3	7	5	1	2^{>}	6	2^{>}	7^{>}	11^{>}	4^{>}	1^{>}	8
WDFW Boat Launch	X												X
Saint Edward State Park			X	X		X	X		X		X	X	X
Bastyr Athletic Fields						X	*X						X
Burke Gilman Trail (2.5 miles)												X	
Harbour Village Marina			X				X		X				X
ALL JURISDICTION TOTAL	2	3	9	6	1	4^{>}	9	2^{>}	9^{>}	11^{>}	5^{>}	3^{>}	12

[>]See the Park Inventory and Valuation in the Parks and Recreation Impact Fee Rate Study Report (Appendix E) for more detail on the total number of each type of playfield (soccer, baseball, etc.) and the total number of picnic shelter, picnic tables, paths and trails in the park system.

* Portable restroom

~ Indoor restroom

[illegible]

Park Classification & Service Area

The city's park system has been divided into four classes of park and recreation facilities used to analyze geographic demand as shown and described in Figure 4. These four park classifications were identified based on several key factors including: size, population served, function and type of amenities that are or will be made available in the future. The geographic service area, or the primary extent to which people are expected to walk or drive to access the park, is shown for each park classification type. A list of each park within the city and its associated classification and size is shown in Figure 5.

Special use amenities generally serve a specific function, like the skate park, water access, or the senior center and are included in all classifications of parks. Special use amenities in Kenmore are mostly located near the downtown for ease of access and accessibility to a wide range of users, in addition to being more easily accessible by transit and from the Burke Gilman Trail. While there are a number of special use amenities within park and recreation facilities in the city, there should be a focus on connecting these facilities to residential areas, transit and downtown. Connecting waterfront access areas to each other would create a stronger network of waterfront recreation in the city. Special use amenities may be facilities contained within Community or Regional Parks such as the Senior Center in Rhododendron Park or the Seminary and future Environmental Learning Center in Saint Edward State Park. Special use facilities in the city are shown on Map 5.

Figure 4: Park and Recreation Facility Classification Definitions and total Acres.

Classification Type	Geographic Service Area	Service Description
Regional	Citywide	Contains unique features or amenities that serve users beyond the city limits City Total = 44.91 acres All Jurisdiction Total = 362.83 acres
Community	$\frac{3}{4}$ mile radius (approx. 2-minute drive)	Serves a broad range of community needs to meet both active uses such as athletics and passive uses such as nature trails City Total = 40.2 acres All Jurisdiction Total = 47.4 acres

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Neighborhood	10-minute walk (approx. 1/2-mile radius)	Serves local need as a walk-to facility for essential park and recreation amenities - open areas, pathways and playgrounds City Total = 34.5 acres All Jurisdiction Total = 34.5 acres
Linear	Citywide	Linear facilities that serve as connectors for pedestrian users and/or wildlife habitat City Total = 26.4 acres All Jurisdiction Total = 30.9 acres

Regional Park

Regional facilities include facilities that have a draw beyond the city boundaries and include special features that may not be found in adjacent communities. As a result, their service area is considered to be citywide. Community and aquatic centers, sports complexes, or highly specialized uses like mountain bike trails are all examples of regional park facilities. Regional facilities should accommodate a large number of users with adequate support facilities to serve the intended use. Often, these facilities include multiple uses due to the larger size of many of these parks. Regional parks in the city are shown on Map 4. Saint Edward State Park is a good example of a regional facility with mountain bike trails, extensive forest and walking paths, and other unique recreation opportunities not generally found in neighboring cities. Other regional facilities in the city include Squire's Landing Park and Log Boom Park.

Community Park

Community parks (Map 3) and regional parks (Map 4) usually contain unique features, often with both active and passive recreation opportunities, and are larger in size to accommodate a variety of activities and interests. As such, they are considered destination parks. While they can also serve a neighborhood park function for local residents, it is expected that many residents will drive to these facilities. The service area for a community park can vary, from a 10-minute walkshed to citywide depending on the facilities included in the park, but some amount of parking is anticipated. Community parks in the city include Wallace Swamp Creek Park in the north end of the city, and the Town Center & Hangar Building, and the City Hall Park & Skate Park in the downtown area. Rhododendron Park & Senior Center is the only community park in the south end of the city. Community parks in the city are shown on Map 3.

Neighborhood Park

Neighborhood Parks are intended to serve a smaller, local need with a service area limited to a 10-minute walk from the park, or about a ½ mile. Most of the amenities within neighborhood parks are centered around family, passive type recreation activities such as walking paths, playgrounds and open lawn areas but ideally with enough open space for informal athletic use. Neighborhood parks in the city are shown on Map 2 and are mainly located in the northern half of the city with only one neighborhood park, Moorlands Park, located in the southern half of the city. Of these, all have been recently conducted master plans except Linwood Park. Twin Springs park, while master planned, has not yet been improved or opened to the public. Based on the distribution and master plans available, implementing some level of improvements at Twin Springs Park and master planning and renovating Linwood Park should be considered a priority.

Linear Park

Linear park and recreation facilities are unique as they serve as connectors for pedestrian users and/or wildlife habitat. There are four linear park and recreation facilities in Kenmore, shown on the same Map 4 with regional parks. These parks include: the Burke Gilman Trail, Tolt-Pipeline Trail and other neighborhood connecting trails and the wetland open spaces along the Swamp Creek corridor between 73rd and 80th Avenue NE and NE 192nd Street and NE 181st Street. Parks and recreation facilities are connected east-west across the city through the existing Burke Gilman Trail and will soon be connected north-south through new multi-modal improvements along Juanita Boulevard and 68th Avenue NE. Additional connectivity should still be developed as opportunity allows, from residential areas to parks, school, downtown, the waterfront, and other major destinations, likely in partnership with the city's Public Works Department and along the Tolt Pipeline corridor. There are additional local trail connectors within neighborhoods, particularly in the north side of the city, that exist but are not well documented and not part of the total acreage or planning process.

Figure 5: Kenmore's Park and Recreation System Inventory: Size, Classification & Service Area.

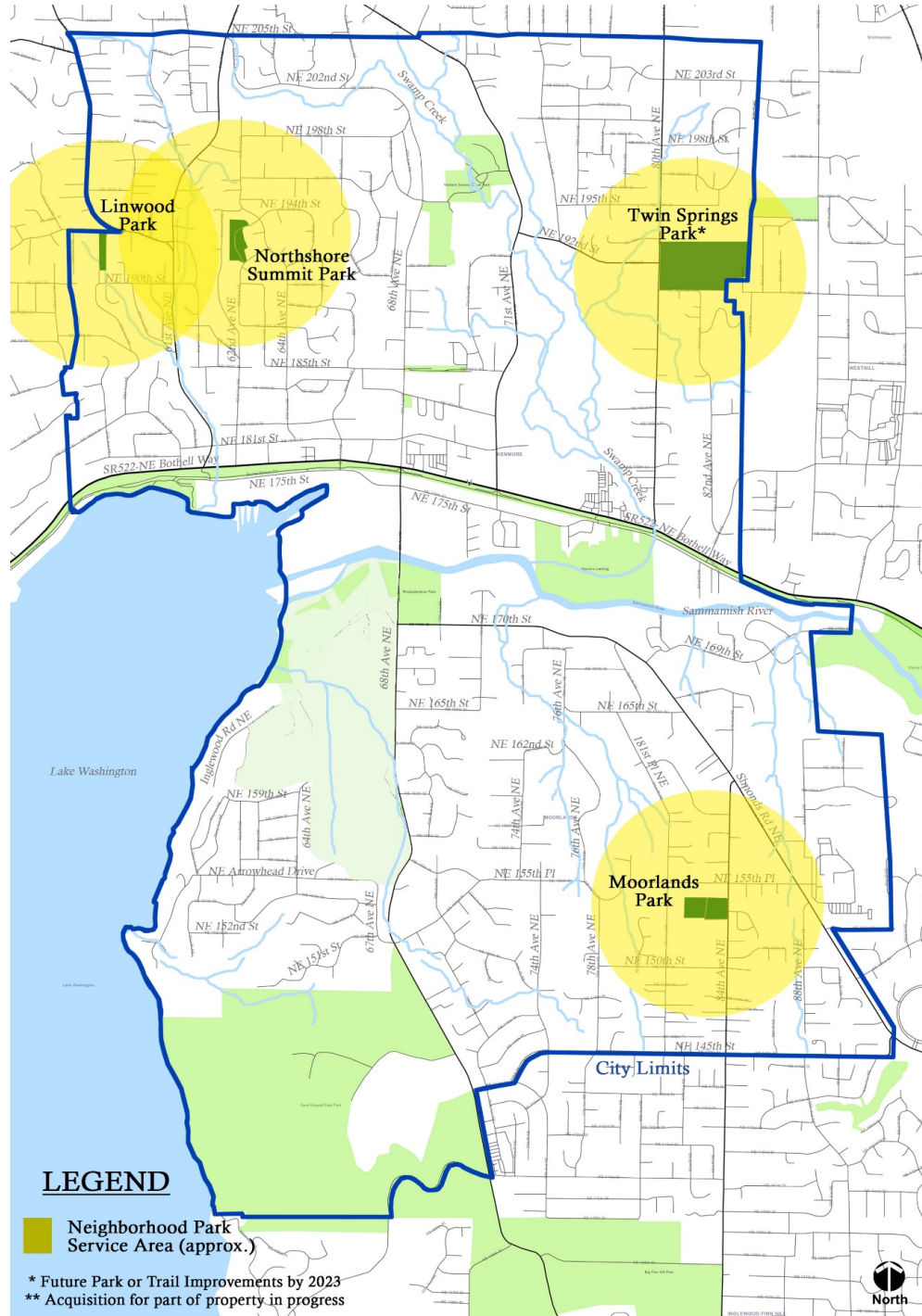
Parks, Recreation & Open Space Facilities	Total Acres	Acres of Critical Areas	Proposed Classification	Proposed Service Area*
Linwood Park	1.4	0	Neighborhood	10-minute walk
Moorlands Park	4.5	1.5	Neighborhood	10-minute walk
Northshore Summit Park	3.6	1	Neighborhood	10-minute walk

Parks, Recreation and Open Space Plan

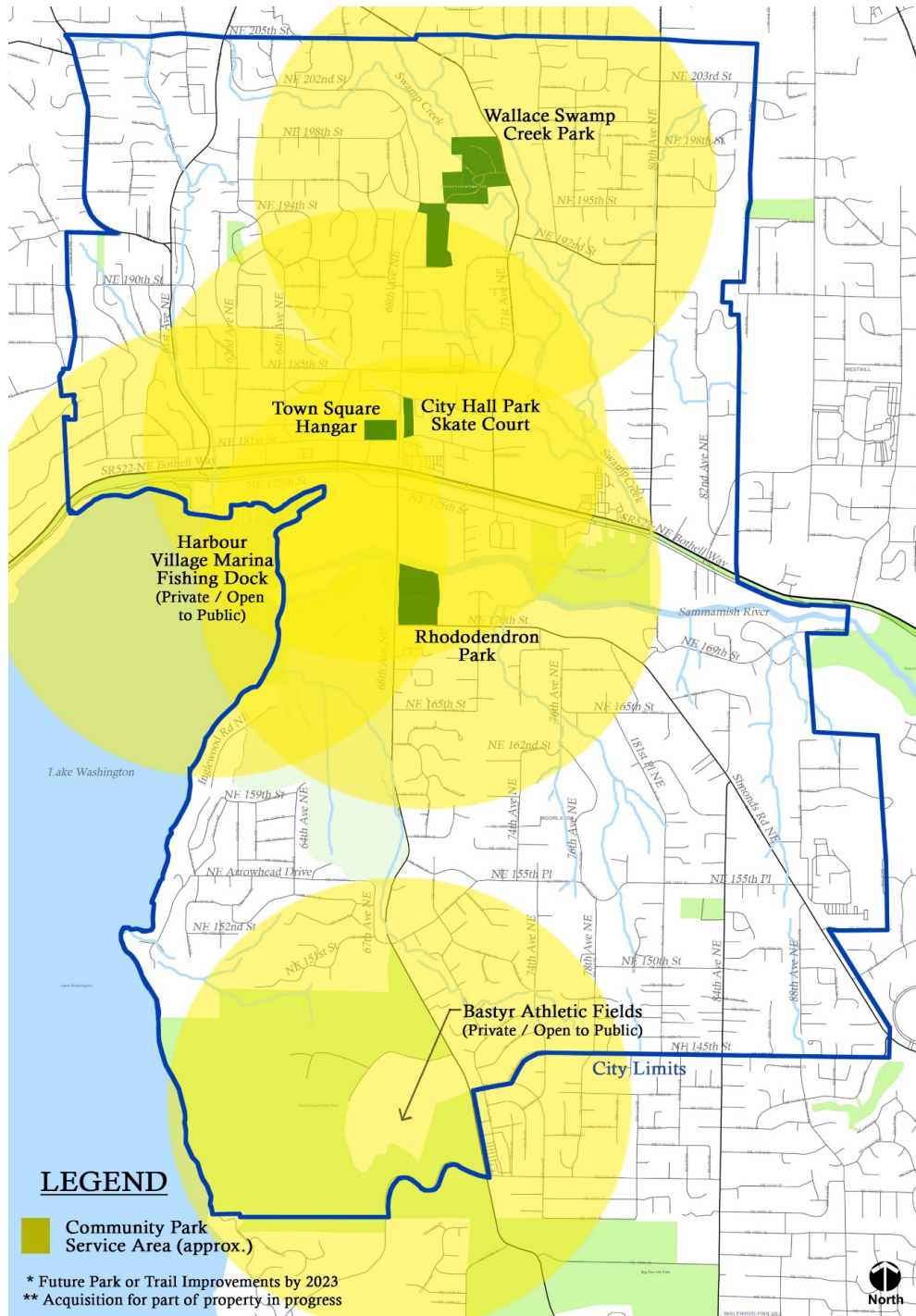
Squire's Landing Park	41.01	33.75	Regional	Citywide
Wallace Swamp Creek Park	25.5	25	Community	¾ mile radius
Rhododendron Park & Senior Center	12.5	8.5	Community <i>(future boathouse is anticipated to be a regional special use within the park)</i>	¾ mile radius
Log Boom Park	3.9	1	Regional	Citywide
Twin Springs Portal Park	25	24	Neighborhood	10-minute walk
City Hall Park & Jack Crawford Skate Park	1.7	0	Community	10-minute walk
Town Center & Hangar Building	0.5	0	Community	¾ mile radius
Swamp Creek Wetland Open Spaces (not including acquisitions in progress)	17	17	Linear	Citywide
Inglewood Wetlands	8.5	8.5	Linear	Citywide
Tolt-Pipeline Trail	0.9	0	Linear	Citywide
CITY TOTAL	146+	120+		
WDFW Boat Launch	1.92		Regional	Citywide
Saint Edward State Park	316		Regional	Citywide
Bastyr Athletic Fields	7		Community	¾ mile radius
Burke Gilman Trail (2.5 miles)	4.5		Linear	Citywide
Harbour Village Marina	0.2		Community	¾ mile radius
ALL JURISDICTIONS TOTAL	475+			

* 10-minute walk is approximately ½ mile.

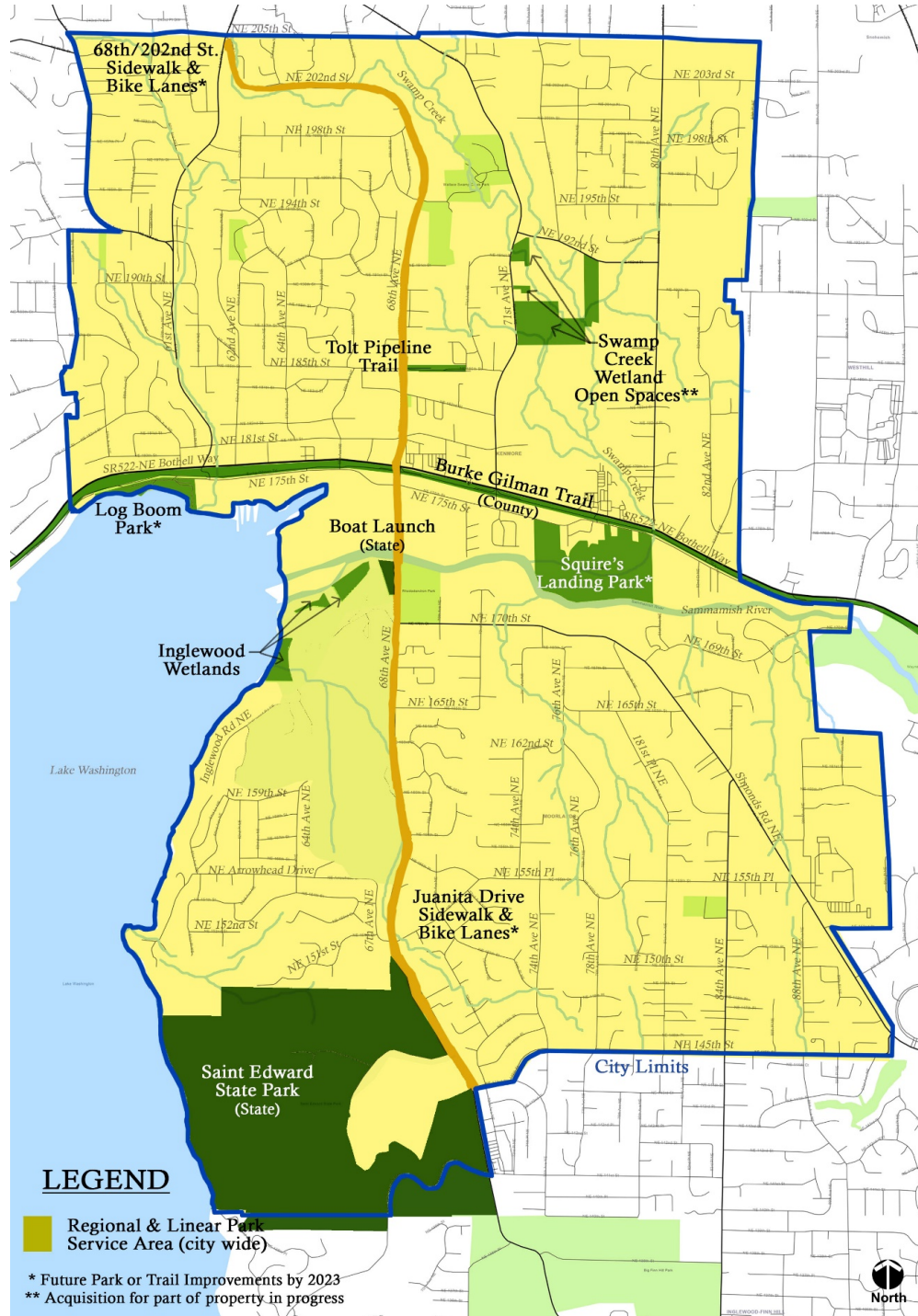
Map 2: Neighborhood Parks (1/2 mile service area or about a 10 minute walk).



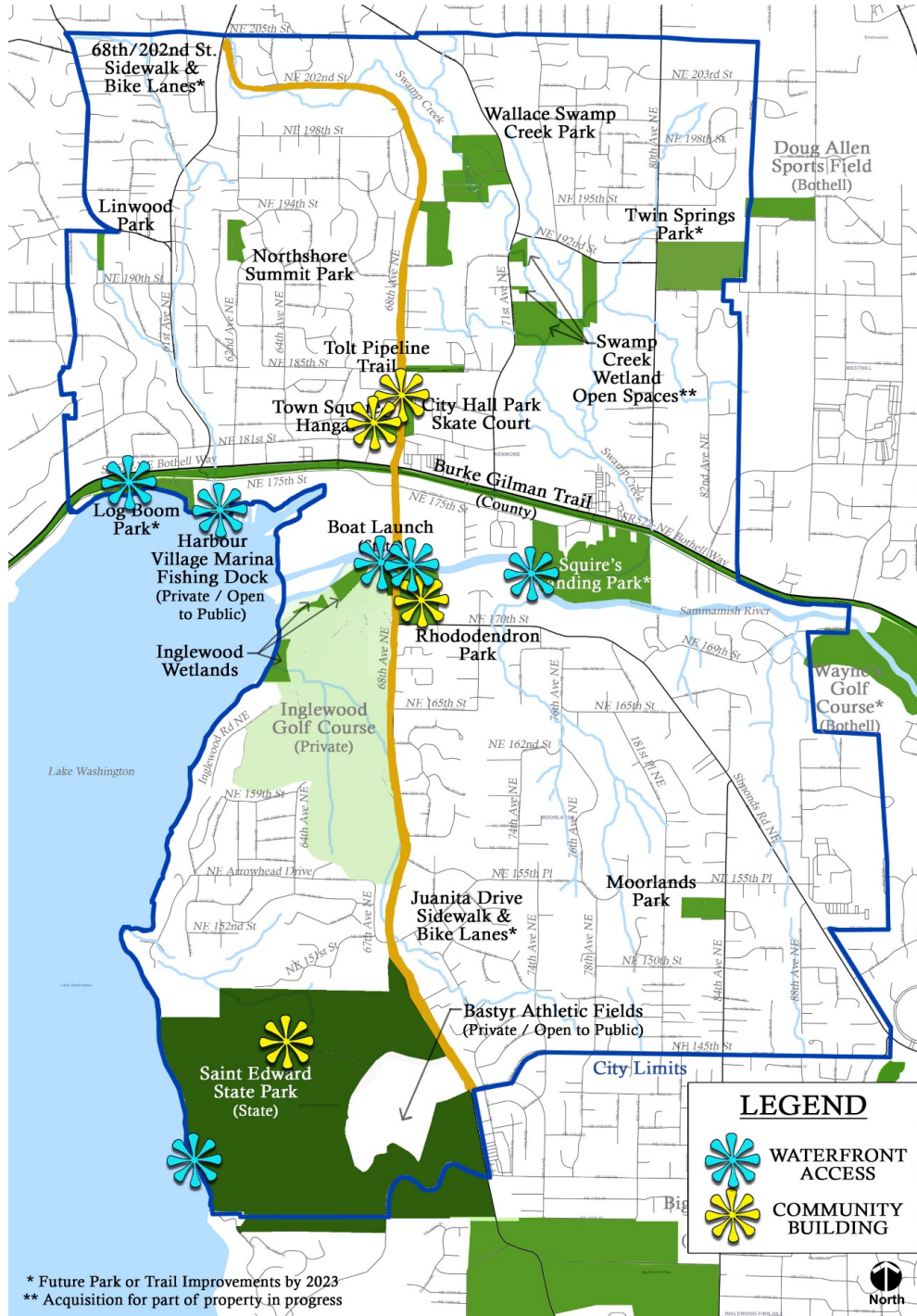
Map 3: Community parks (3/4 mile service area or about a 2 minute drive at 25 mph).



Map 4: Regional and Linear Parks (city-wide service area).



Map 5: Special Use Facilities (within all park classifications).



Park & Recreation Programming

The City of Kenmore helps organize a variety of programs and events in the city but partners with other organizations and jurisdictions to provide direct recreation programming. The city's main focus is on community events and park facility rentals, including the Hangar at Town Square. The city relies on the school district and other public, private, and non-profit organizations to provide all youth and adult sports leagues, summer camps, self-help or educational classes, cultural and performing arts events, and indoor fitness classes. Any future programming will follow this same model, with the city providing support, but other jurisdictions or organizations taking the lead role in any recreation programming.

The Hangar, opened in August of 2017, is the city's main indoor gathering space for recreation activities and events, providing an open space for the public to use on a drop-in basis during regular hours, or to rent for private events. Since its opening, there have been over 500 requests for reservations annually, up from just over 300 requests for other city-owned facilities the prior year, before the Hangar was built. There are an average of about 20 requests per week to be used mostly as a meeting space for various organizations. It is the central gathering space for a variety of community events, including:

- Movies at the Square (city event)
- #WhyILoveKenmore Summer Party (city event)
- Tree Lighting Festival and Holiday Market (city event)
- Fighting Hunger at the Hanger (non-profit event)
- Boy Scout Blood Drive (non-profit event)

The Hangar is also used for pop-up shops, music recitals, and just general community gathering throughout the year.

Summer camps in the city are mostly staffed and managed by other organizations and groups, but supported by the city through the use of city parks and open space areas. Camps are currently held almost exclusively at Rhododendron Park with the exception of a skateboarding camp, called Skate Like A Girl, held at the Jack Crawford skatepark and Camp Roots, held in St. Edward State Park. The YMCA also provides a summer lunch program with a variety of activities that are hosted in City Hall. The camps focused on youth athletics include:

- Basketball
- Flag football
- Soccer
- Baseball
- Cheerleading
- Golf
- Skateboarding

Camps for hand-carry watercraft sports have been held in the past, primarily by both the Kenmore Waterfront Activity Center and the Northshore YMCA, which is also interested in possibly adding additional camps and/or improving water access as part of their existing camps.

In general, the city provides the location for camps and associated support facilities, like additional restrooms if needed, and helps advertise the programs to city residents. The partner organization provides everything else. Future expansion of camps and other programming would also be provided by others with minor support from the city.

Events offered by the city, free of charge and at a variety of locations, include:

- Beautify Kenmore – enhancing park maintenance in all parks and public spaces
- Seasonal Nature Walks – Wallace Swamp Creek Park
- 4th of July Celebration – Log Boom Park
- Kenmore Concert Series – Saint Edward State Park
- National Night Out Against Crime – City Hall
- Jack V. Crawford Day – Log Boom Park
- Kenmore Play Day – Rhododendron Park

Not all events occur every year, or they may occur at different times or season from year to year.

Events offered by partner organizations and communities include:

- Arts of Kenmore Art Show and Seasonal Exhibits
- Cedar Park Northshore Community Market
- Various Kenmore Community Club Events
- Various Kenmore Heritage Society Events
- Family Jewels Ball Crawl
- Hydroplane Cup
- KWAC Waterfront Activities Fair
- Bastyr Herb & Food Fair
- Kenmore Air Fly-in
- Various Neighborhood Block Parties
- Northshore Fire Department Pancake Feed & Safety Fair
- YMCA Summer Lunch Program – City Hall

Natural Resources

Kenmore's natural resources serve as a defining element in the overall character of the city. Of the 146 total acres of city-owned park land, 120 acres are natural areas – forests, wetlands, streams, and other natural environments. The abundance of wetlands, urban forests, streams and waterways are integral to the value of recreational amenities in the city. They also serve as critical habitat to urban wildlife, help manage stormwater, and create a visual and physical respite from the otherwise urbanized environment.

Many of the city's existing parks include sensitive areas which contribute significantly to the character of Kenmore's park system. Balancing the natural and built environments, and developing a park system that respects this balance, is one of the major goals of this PROS Plan.

In order to protect, restore, or enhance these systems they must be inventoried and the critical habitat defined, including priority habitats and species. Educating the community, especially Kenmore's youth, about the value of these systems is also important in fostering future stewardship to sustain these systems over time. An inventory of Kenmore's natural resources is provided in the Natural Environment Sub-Element of the city's Comprehensive Plan, along with the goals, objectives and policies the city has adopted to support these resources. This inventory consists of three primary systems in the city:

- Swamp Creek – with headwaters extending to Everett, there are 2.5 miles of shoreline along the creek corridor in Kenmore.
- Sammamish River – begins at the outlet of Lake Sammamish in Redmond and extends 1.8 miles through the city to its confluence at Lake Washington.
- Lake Washington – has a surface area of approximately 35 square miles with 3.5 miles of shoreline extending through Kenmore.

The importance of these systems to the community has also been validated over time. The 2016 survey conducted as part of the *Imagine Kenmore Initiative* ranked acquiring and protecting natural open space areas such as forested, creekside and wetland areas as the second highest priority for funding when compared to meeting other parks, recreation and multi-modal transportation improvements within the city. The more recent 2019 Parks and Recreation Survey ranked nature trail and natural areas/reserves as part of the top priorities for investment in the city's park system. Natural/environmental education programs also ranked within the top priorities for investment in programming for the city. The open house and public survey conducted specifically for this PROS Plan process also ranked natural systems as one of the top three priorities in the city and many comments conveyed during the public open house centered around protecting and educating the public about natural systems in Kenmore.

Refer to the Natural Environment Sub-Element included in Appendix F for additional details. Recommendations for the ongoing stewardship of Kenmore's natural resources within existing (or proposed) parks is included in this PROS Plan.

CHAPTER 3

VISION, GOALS & POLICY SUPPORT

Kenmore's Guiding Fundamentals along with the Vision, Goals, Objectives and Policy Actions described in this chapter set the tone for the PROS Plan and ultimately help guide decisions around parks and recreation for the city.

Guiding Fundamentals are specific to the parks and recreation system and establish the community-driven values and preferences to support the overall parks system. They provide overarching policy direction, as they affect all aspects of park and recreation services.

The **Service Vision and Mission** is city-wide and applicable to all the departments, facilities, and actions by staff at all levels.

Goals are broad aspirations specific to Kenmore's parks and recreation system for how the park system would look in the future. The **Objectives** set the direction and the **Policy Actions** describe the detail for implementing the goal's vision.



Guiding Fundamentals

Four Guiding Fundamentals provide an overarching direction for the Plan, affecting the delivery of improvements to facilities and recreation programming:

- Principal Condition
- Key Values
- Obstacles
- Opportunities

Principal Condition

The city's **natural environment** is the "Principal Condition" of Kenmore's parks, recreation and open spaces. It is generally the characteristic used most when describing the city's overall park system. The city's natural environment consists of a system of interconnected wildlife habitat and corridors, ravines, woodlands, wetlands, waterway including Swamp Creek, the Sammamish River and Lake Washington.

Key Values

Key values for parks and open space and recreation programming are the qualities that are intrinsically valuable or desirable to Kenmore residents.

1. **Protect and Steward** – The value of stewardship embodies responsible planning and management of parks, natural open space and recreation assets by providing consistent high-quality maintenance. Conserving natural resources by acquiring land and restoring habitat is critical to preserving the natural character of Kenmore's park system. Environmental stewardship and interpretation educate the public about Kenmore's park system's principal condition, it's natural character.
2. **Partner** - Seeking partners is an efficient and cost-effective method to acquire, develop and maintain park, open space and recreation facilities. Potential partners include neighbors, funders and organizations with shared key values.
3. **Create Balance** – Balance is a diverse park and recreation system with passive and active recreation opportunities for all ages, abilities, and interests. This also includes a balance between active facilities and natural systems within the park system, and a balance of spaces for organized play, programming or events and informal gathering or fitness.

4. **Instill Civic Pride** – Civic pride is loving where you live. Civic pride is reinforced when public spaces and services are available and well maintained; important cityscape views are preserved, public spaces are created and filled with community gathering spaces with memorable site features such as public plazas, fountains, art, signage, and landscape design.

Obstacles

In 2015 and 2016, a public outreach effort called *Imagine Kenmore* was conducted. An asset inventory and condition assessment were conducted in 2018. A community interest and opinion survey and a demand and need analysis was conducted in 2019 as part of developing this plan. The broad public participation throughout these efforts revealed a series of obstacles for providing a healthy, viable and balanced park and recreation system that meets the needs for Kenmore residents now and into the future.

Lack of Access to the Waterfront – Since the city’s incorporation in 1998, Kenmore’s residents have lobbied for improved access to the city’s 7+ miles of shoreline and natural resources along Lake Washington, the Sammamish River and Swamp Creek.

Securing Assets for our Future Generations – It will be important to repair and replace physical recreation assets and maintain and restore natural park assets to ensure the park and recreation system is available for future generation to enjoy.

Lack of safe routes to parks - Kenmore needs safe pedestrian and bicycle routes that link residents from where they live to where they want to recreate. The Transportation Element of the City of Kenmore Comprehensive Plan identifies a Priority Pedestrian Network that includes pedestrian amenities along key routes to improve the walkability and safety of pedestrians in the city.

Unable to Stay and Play - Residents have a desire to stay and play locally – they have a need for facilities, programs and services nearby. Currently, residents travel beyond the city for a variety of recreation facilities and programs. To stay and play, residents need diverse recreation experiences in Kenmore’s park system, including active facilities and natural environments for more passive recreation.

Opportunities

The same process used to understand the obstacles to delivering a quality parks and recreation system also revealed several key opportunities.

Walkways and Waterways – Kenmore residents are poised to gain significant waterfront access and safe walking routes with the passage of Kenmore’s Walkways & Waterways Improvements bond measure in November 2016. Proposition 1 Walkways & Waterways Improvements is the first city bond measure ever on the ballot in the City of Kenmore.

Through an extensive community input process of the known as “Imagine Kenmore,” Kenmore residents confirmed that safe routes for pedestrians and cyclists and connecting residents with the

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city's public open space and waterfront are top priorities. The Walkways and Waterways bond measure includes new sidewalks and bicycle lanes on Juanita Drive and 68th Ave NE and public waterfront access and natural area improvements at Log Boom Park, Rhododendron Park, and Squire's Landing Park for water dependent recreation. These five projects included in the \$19.75 million bond measure reflect the results of public input.

Water-Walk Trail –There is an opportunity to connect Log Boom Park on Lake Washington with Squire's Landing Park at the confluence of Swamp Creek and the Sammamish River. This water-walk trail would require acquisition or dedication of privately-owned property in between to make this idea a reality. The city can pursue opportunities for public access when key properties on the central waterfront redevelop.

Downtown Kenmore -The Hangar and the Town Square plaza opened for use in 2017. This new civic facility has become Kenmore's gathering place for community events and for just hanging out. New multi-family housing has been developed nearby. City Hall Park and the Jack Crawford Skate Court create a great central location for active recreation. The City Hall Park Master Plan hasn't been fully completed and there is capacity for creating new park amenities that could serve to meet the needs of the new and existing downtown residents.

Safe Routes Network – The walkways planned along Juanita Drive and 68th Avenue NE provide a central on-street spine for a safe route network. The Burke Gilman Trail and a new Tolt-Pipeline trail create a start for an east-west spine for a network of on-street and off-road pedestrian and bicycle routes to connect the residential community to their park and recreation system. The city has begun to aggregate open space land along Swamp Creek corridor that could create a off-road north-south connection.

Partnerships – Kenmore relies on partnerships for providing park and recreation facilities, programs and services. Partners provide facilities, programs and services that provide for, activate and care for our park and recreation system. Creating new partnerships will provide a more sustainable park and recreation system for future generations.

Opportunities to Play – For Kenmore residents to stay and play, recreation program opportunities and sufficient facilities need to exist including community gathering spaces such as off-leash dog parks or community gardens. Adding these facilities to existing parks or new parks within the system will create a more diverse park system and provide greater opportunities for residents to stay and play.

Vision & Goals

The City of Kenmore's service vision and mission is...

{ Propelling Kenmore Upward –
We create a thriving community where people love where they live. }

The following seven goals represent the direction that Kenmore strives toward for the park, open space and recreation system:

1. Provide waterfront access
2. Provide safe routes to park, recreation & open space facilities
3. Preserve, maintain and enhance built and natural environment to ensure quality recreational opportunities exist
4. Create a balance of passive and active recreation opportunities in parks
5. Provide equitable opportunities for diverse and affordable arts and recreation programs and community and cultural events
6. Engage the community in parks, recreation and open space decisions and activities
7. Create a financially sustainable park and recreation system through partnerships and stewardship

Objectives and Policy Actions

Objectives provide direction and policies provide the action to support the Plan goals. These actions are specifically related to the implementation of a healthy, viable and balanced park and recreation system for Kenmore.

Goal P-1: Provide Waterfront Access

Objective P-1.1 Develop a Kenmore WaterWalk.

- Policy P-1.1.1 Develop a WaterWalk Master Plan for the location for the WaterWalk connecting Log Boom Park to Squire's Landing Park.
- Policy P-1.1.2 Inventory and identify public and private parcels from Log Boom Park to Squire's Landing Park.
- Policy P-1.1.3 Identify specific opportunities for joint development, partnership and other options for implementing a WaterWalk.
- Policy P-1.1.4 Identify and prioritize undeveloped or underdeveloped waterfront properties in the city's central core to consider for acquisition.
- Policy P-1.1.5 Pursue opportunities for public access when key properties on the central waterfront redevelop.
- Policy P-1.1.6 Develop a plan for extending the trail system at Squire's Landing Park along the Sammamish River and/or Swamp Creek.

Objective P-1.2 Establish and implement plans, development policies, regulations and incentives for waterfront access to retain views and create water dependent recreational opportunities in conjunction with private and public development.

- Policy P-1.2.1 Develop a Waterfront Master Plan to improve park activities and access (physical or visual) along the waterfront. View corridors, overlooks, access to shorelines along the city's lakes and streams, and other recreational amenities are examples of what might be included in a Waterfront Master Plan process.
- Policy P-1.2.2 Adopt development regulations and incentives that are consistent with and further the implementation of a Waterfront Master Plan.
- Policy P-1.2.3 Identify and retain important public access and view corridors to Lake Washington and the Sammamish River.

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- Policy P-1.2.4 Implement master plans for waterfront parks that improve public access and water dependent recreational experiences.
- Policy P-1.2.5 Seek external funding sources to provide public access and ensure water dependent recreational opportunities exist.

Goal P-2: Provide Safe Routes to Parks, Recreation, & Open Space Facilities

Objective P-2.1 Identify and prioritize key connections from neighborhoods to downtown, the waterfront, parks and public facilities.

- Policy P-2.1.1 Prepare a safe routes plan which maps a network of pedestrian and bicycle connections from neighborhoods to downtown, the waterfront, parks, and public facilities.
- Policy P-2.1.2 Identify and create opportunities to provide connections to parks, trails and open space in adjoining cities.
- Policy P-2.1.3 Review development proposals for creating viewpoints, view corridors and easements for pedestrian and bicycle connections to parks, recreation and open space facilities.
- Policy P-2.1.4 Plan and develop an off-road north-south trail connection utilizing the Swamp Creek corridor as appropriate.
- Policy P-2.1.5 Acquire easements and develop the Tolt Pipeline Trail linking to adjoining cities.
- Policy P-2.1.6 Establish and implement development regulations and incentives for new development to provide pedestrian/bicycle routes.

Goal P-3: Preserve, Maintain and Enhance Built and Natural Environment to Ensure Quality Recreational Opportunities Exist

Objective P-3.1 Protect environmentally sensitive critical areas in parks and open spaces and provide opportunities for restoration, enhancement and public access.

- Policy P-3.1.1 Identify opportunities to provide access, views, and education of environmental critical areas.
- Policy P-3.1.2 Establish and implement development regulations and incentives to provide access and protection to critical areas.
- Policy P-3.1.3 When developing parks, create a balance between habitat restoration, enhancement and public access.
- Policy P-3.1.4 Update Wallace Swamp Creek Master Plan and implement the plan including stream bank and habitat restoration.
- Policy P-3.1.5 Implement the Squire's Landing Park Waterfront and Natural Area Access project and continue habitat and riparian corridor restoration.
- Policy P-3.1.6 Seek funding sources to support efforts for restoration, enhancement and public access.
- Policy P-3.1.7 Develop vegetation management plans for parks with critical areas.
- Policy P-3.1.8 Identify resource management agencies and volunteer partners to steward critical areas in parks and open spaces.
- Policy P-3.1.9 Develop and install interpretive signage to inform and educate about environmental sustainability, the value and function of environmental critical areas and community history.

Objective P-3.2 Provide high quality maintenance and stewardship of Kenmore parks and open spaces that are sustainable, safe and attractive to use.

- Policy P-3.2.1 Evaluate park and recreation facilities to ensure safety and operational requirements are being met.
- Policy P-3.2.2 Develop an asset replacement schedule for recreation assets.
- Policy P-3.2.3 Replace assets prior to reaching the end of their expected life cycle.
- Policy P-3.2.4 Periodically conduct crime prevention through environmental design (CPTED) reviews of park and recreation facilities with the Kenmore Police Department.
- Policy P-3.2.5 Provide procedures, practices and resources to maintain and operate a quality park and recreation system.
- Policy P-3.2.6 Establish and adopt park maintenance standards and practices for the park and recreation system.
- Policy P-3.2.7 Conduct regular safety inspections of park and recreation facilities and correct any safety issues.
- Policy P-3.2.8 Use equipment, landscaping and design techniques that reduce long-term maintenance costs and increase safety for park users.
- Policy P-3.2.9 Establish appropriate new policies governing operations and use of park and recreation facilities.

- Policy P-3.2.10 Install park rules and regulation signs to inform and educate park users of appropriate use and conduct within Kenmore city parks.
- Policy P-3.2.11 Incorporate sustainable design for new or renovation to existing park and recreation facilities. For example, incorporate the use of low-impact development and green building best practices.
- Policy P-3.2.12 Incorporate sustainable practices when implementing recreation program offerings. For example, consider impacts of recreational programs scheduled in natural areas.

Goal P-4: Create a balance of Passive and Active Recreation Opportunities in Parks

Objective P-4.1 Preserve, develop, and enhance existing parks and open space to provide a balance between passive and active recreation opportunities, and acquire new parks to meet future growth needs.

- Policy P-4.1.1 Identify and prioritize undeveloped or underdeveloped properties for potential acquisition.
- Policy P-4.1.2 Complete master plans and development of park and recreation facilities as funding allows.
- Policy P-4.1.3 Implement the Log Boom Park Waterfront Access and Viewing project.
- Policy P-4.1.4 Implement the Rhododendron Park Boardwalk, Float and Boathouse projects.
- Policy P-4.1.5 Update Wallace Swamp Creek Park adopted Master Plan and implement improvements.
- Policy P-4.1.6 Implement the Twin Springs Master Plan.
- Policy P-4.1.7 Provide urban park amenities including public art and cultural elements in Kenmore's downtown.
- Policy P-4.1.8 Consider acquiring property to provide community park amenities such as athletic fields or gathering spaces such as a dog park or community garden.
- Policy P-4.1.9 Acquire lands that abut existing city or other publicly-owned park properties that provide the greatest value in augmenting and enhancing existing city parks.
- Policy P-4.1.10 Consider tools such as transfer of development rights, clustering development, development agreements, planned unit developments, easements, and public giving as alternatives to fee simple acquisition of park lands and open space.

Goal P-5: Provide Equitable Opportunities for Diverse and Affordable Arts and Recreation Programs and Community and Cultural Events.

Objective P-5.1 Provide Kenmore residents with information about current recreation programming in Kenmore

- Policy P-5.1.1 Support the efforts of organizations that offer recreation and arts programs and community and cultural events.
- Policy P-5.1.2 Publicize arts and recreation programs and community and cultural event opportunities in the city using the newsletter, web-page, and other marketing materials.
- Policy P-5.1.3 Promote private arts, recreation, and cultural programming and facilities within the city.
- Policy P-5.1.4 Consider providing park amenities to existing parks that support new trends in recreation, arts, and culture to continue to meet community need.
- Policy P-5.1.5 Support recreation, arts, and cultural providers in offering opportunities in Kenmore and define the city's role in providing programs for the community.
- Policy P-5.1.6 Ensure that all future capital improvement projects have an allowance for art and cultural elements.

Goal P-6 Engage the Community in Parks, Recreation and Open Space Decisions and Activities.

Objective P-6.1 Maintain and update the city Parks, Recreation and Open Space plan and conduct other appropriate master planning for Kenmore parks and recreation service delivery.

- Policy P-6.1.1 Conduct and prepare an inventory of public, non-profit, and private lands in Kenmore available for expanding the parks and recreation system.

Parks, Recreation and Open Space Plan

- Policy P-6.1.2 Conduct a public involvement process to assess community attitudes regarding park and recreation needs and opportunities in Kenmore associated with parks planning and improvement projects.
- Policy P-6.1.3 Conduct and prepare a demand-and-needs analysis for public parks and recreation needs in Kenmore.
- Policy P-6.1.4 Prepare level of service guidelines for the parks and recreation system.
- Policy P-6.1.5 Identify potential funding sources and strategies for implementing the plan including goals, objectives and policy actions.
- Policy P-6.1.6 Prepare a six-year Capital Improvement Plan for parks and recreation facilities.
- Policy P-6.1.7 Ensure integration of the Park, Recreation and Open Space plan with other city strategic plans.
- Policy P-6.1.8 Update the PROS plan a minimum of every 6 years.
- Policy P-6.1.9 Revise master plans as necessary as the community demand and need changes.
- Policy P-6.1.10 Review and update the city's park use ordinance.
- Policy P-6.1.11 Maintain a list of funding sources, acquisition, development and renovation projects.
- Policy P-6.1.12 Utilize a public engagement process during the park master planning process to identify programmatic needs and overall vision for each park.
- Policy P-6.1.13 Establish strategies and criteria for acquiring land for park and recreation facilities.

Goal P-7: Create a Financially Sustainable Park and Recreation System through Partnerships and Stewardship.

Objective P-7.1 Ensure sufficient resources are available prior to acquiring new land, developing or renovating park property or implementing new programs and events to sustain the resulting Kenmore park and recreation system.

- Policy P-7.1.1 Budget for long-term maintenance and operational costs in addition to the capital costs of park projects prior to proceeding with plans.
- Policy P-7.1.2 Develop and prepare six-year capital improvement program projects identifying priorities, specific projects, and capital costs.

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- Policy P-7.1.3 Identify and secure appropriate levels of funding to operate or support new city-sponsored recreational programs or facilities prior to making commitments to initiate and implement any new programs.
- Policy P-7.1.4 Utilize funding opportunities, emphasizing a regional approach, such as coordinating, and/or partnering with special service districts.
- Policy P-7.1.5. Identify and actively seek potential grant funding assistance from public and private sources for habitat restoration, acquisition, development, and renovation.
- Policy P-7.1.6 Require new development impacting park service delivery to pay its fair share of the costs of providing new park and recreation facilities as defined in the Parks and Recreation Impact Fee Rate Study Report (see Appendix E).
- Policy P-7.1.7 Seek partnerships to enhance opportunities for recreation programming at existing parks and recreation facilities.
- Policy P-7.1.8 Implement a city-wide policy for volunteers to help steward parks.

Objective P-7.2 Encourage multi-purpose and/or joint use of school, special district, government, non-profit and other similar agency facilities for civic, recreational, cultural and beautification activities.

- Policy P-7.2.1 Develop and execute joint use agreements when appropriate with other governmental and community service providers to maximize public use of existing public facilities.
- Policy P-7.2.2 Work cooperatively with local jurisdictions to evaluate the need and the financial ability to construct and operate an indoor recreation and aquatic center facility to meet community need.
- Policy P-7.2.3 Invite other local public agencies to participate in developing park master plans.
- Policy P-7.2.5 Cooperate with the state and other regional park providers to establish and implement park master plans for their facilities to ensure they are consistent with the city's vision and Comprehensive Plan.
- Policy P-7.2.6 Seek partnerships to enhance the visual beauty and character of the city including landscaping and public art in appropriate locations.
- Policy P-7.2.7 Provide sufficient resources to support and manage approved volunteer efforts.
- Policy P-7.2.8 Use neighborhood and other organizational volunteers to supplement park maintenance levels, where appropriate.
- Policy P-7.2.9 Work cooperatively with Bastyr University to extend the lease agreement for use of their campus athletic fields.
- Policy P-7.2.10 Secure additional easement for use of Seattle Public Utility's property for continuing the Tolt-Pipeline Trail.

CHAPTER 4

DEMAND & NEEDS ANALYSIS

The purpose of the Demand & Needs Analysis is to identify future needs for parks, recreation, and open space facilities and programs in Kenmore. The results of this analysis will then lead to a proposed level of service for parks and recreation facilities to support future growth in the city. The demand and needs analysis for Kenmore's park system considers population growth, walkability and ease of access to parks and recreation facilities; regional and national trends for recreation; and ultimately what kinds of improvements the community would like to see in the city's parks and recreation system. Each of the methods identified in Figure 6, below, is evaluated individually, though no single method can accurately account for all aspects of the community need. The city's geography, demographics, and park and recreation facility asset inventory and condition assessment were also used as background for this analysis.

Each section is divided into two parts – a description of the analysis itself and a summary of key findings related to that topic. The summary of key findings at the end of this chapter provides an overview of elements that are generally consistent among all the different methods and topics analyzed as part of this process.

The different methods used to evaluate the demand and needs for Kenmore include the following:

Figure 6: Background information analyzed.

Type	Description
Recreation Trends	A summary of recent trends in parks and recreation locally, regionally, and nationally.
Community Interests	A summary of public outreach. What is important to the community and what types of parks and recreation facilities or programs they would like to see provided.
Benchmark Comparison	National and state benchmarks are used for providing park and recreation facilities, and a comparison between Kenmore's system and those benchmarks is provided.

Parks, Recreation and Open Space Plan

Population Growth	Comparison of existing and projected population over the course of the planning period.
Geographic Context	Types of parks and recreation facilities are available in Kenmore's parks and recreation system. Accessibility of parks and recreation facilities and identified gaps in walkability.
Recreation Programming	Evaluate current programs available against current participation, requests for programs not provided, and recreation providers who may be able to fill gaps in current programming.
Participation Rates	The level of participation in various recreation programs and current or anticipated growth trends.



Parks and Recreation Trends

Parks and recreation facilities are a key component contributing to the quality of life in Kenmore. They improve health (mental and physical), improve the economy (increasing property values and attracting new residents or development), and improve the environment (e.g. carbon sequestration, reduced heat island affects, and stormwater control) – among their many other benefits. Parks should be open and accessible to everyone, regardless of race, gender, language, age, sexual orientation, or economic status. As a result, they offer the unique opportunity to meet neighbors, celebrate community, and feel a connection one to another that might not otherwise happen.

National Trends

Nationally, trends in parks and recreation focus on three core areas outlined by the National Parks and Recreation Association (NRPA). NRPA collects annual service data from its membership jurisdictions, which includes local agencies. This data is compiled by NRPA into an annual publication to help park and recreation service providers understand current trends in parks and recreation facilities, services, and operating resources across the country. NRPA has created a summary of major trends in providing park and recreation services that they refer to as the three pillars:

- Health & Wellness
- Conservation
- Social Equity

Health & Wellness

Access to parks and recreation has a positive effect on community health and wellness, according to documentation and resources found on the NRPA website. Access to parks and recreation result in positive health benefits. This is especially important now as increasingly sedentary lifestyles lead to a host of chronic diseases.

An additional trend is a focus on active recreation for all ages, and in particular NRPA is seeing an increased interest in “life sports”, or sports that can be engaged in during all the different stages of our lives. Examples of life sports include tennis, pickleball, walking/hiking, and swimming. Walking consistently ranks as one of the highest desired and most used activity in park systems. Specialized sports and more social-oriented sports that appeal to specific ages not previously addressed are also a current related trend. These focus mostly on teens and young adults.

Parks, Recreation and Open Space Plan

Specialized sports include mountain biking, parkour, and climbing; while more social sports include disc golf, flag football, and kickball.

Specific sports that have grown nationally and regionally include beach volleyball and pickleball. Beach volleyball has been driven in popularity by its inclusion in recent years as a collegiate and Olympic sport. Pickleball appeals to a wide variety of ages and abilities and is an easy sport to learn. It's also generally a social sport given the close proximity of players (you can fit four pickleball courts on one tennis court).

Finally, NRPA continues to see a steady increase in athletic leagues, including youth sports, adult and senior sports, as well as sports that cater to people with disabilities. As demand for fields to operate these leagues continues to grow, fields need to be flexible enough to support these diverse sports and durable enough to withstand the intensity of use over time.

Conservation

Preserving our natural environment is not a new concept in parks and recreation. It's one of the founding principles for the earliest parks created across the nation through our National Parks system. Park systems today still play a critical role in preserving natural systems, protecting wildlife habitat, conserving traditional farmland and open spaces, supporting pollinator and migration routes, and supporting natural drainage systems and other green infrastructure systems.

Connecting people to the natural environment through education and trails has been a growing trend across the nation and consistently ranks as a top desire or need by Kenmore residents. Equally important is the need to engage youth in exploring and discovering our natural environment, creating the future stewards of the environment, who understand the role of our parks in preserving it.

There are a number of organizations and agencies that offer a variety of services, programs, and other support for the protection and restoration of, and/or education about, our natural environments. Partnering with other organizations, agencies, and community members to pool resources, talents, and efforts is a major trend we see both locally and across the country.

Social Equity

Social equity focuses on ensuring all people have access to park and recreation facilities and programs in our community. This includes people of all races, gender, age, income level, mobility, and interests. Parks and recreation facilities have the capacity to serve diverse needs and allow people to share and celebrate their diversity – fostering a greater understanding and acceptance of what makes us all unique – by providing space and programming for events, festivals, community gathering spaces, and other similar activities.

Ensuring accessibility in parks has become a major driver in maintaining and improving the parks system. This includes everything from accessible parking stalls and ramps to accessible trails and inclusive playgrounds.

State Trends

State trends are also an important factor to consider in analyzing parks and recreation needs in the community. State trends are researched and documented by the Washington State Recreation and Conservation Office (RCO) in Washington State's Recreation and Conservation Plan 2018-2022. Key themes from this plan include:

- Demonstrating how park and recreation facilities and recreation programs are vital public services by highlighting the economic benefits, and effectively communicating those benefits to others. Maintaining an accurate inventory of facilities and providing resources for funding recreation improvements are also important strategies.
- Sustaining the legacy of the entire state's park and recreation facilities by improving existing facilities to make sure they are relevant to today's interests. This includes pursuing regional solutions to parks and recreation and leveraging partnerships with those regional providers. Planning for recreation needs associated with growth and ensuring that residents are satisfied with recreation facilities are also important factors in ensuring parks and recreation facilities are relevant to community interests.
- Providing parks and recreation facilities that meet the need for our state's changing demographics. This includes an increasing diverse and older population. Recreation needs in the future will need to respond to this changing demographic and better reflect their interests.
- Improving equitable distribution of park and recreation facilities and services. This includes locating and building recreation facilities specifically for underserved populations, and creating the tools needed on a statewide level to assess the needs of those populations. It also means connecting more people to popular activities, like walking and experiencing nature, and when facilities are provided, ensuring they are designed to be safe, welcoming places for everyone to enjoy.
- Getting youth outdoors by providing a variety of activities to appeal to all types of individuals, including technology-based games or activities, maintaining and expanding athletic fields and other sports facilities for staying active, and supporting programs for youth. Youth engagement in recreation activities leads to a more engaged and active adult.

Local Trends

Locally, there have been a number of recent trends across communities and jurisdictions similar to Kenmore throughout the Puget Sound Region. Some of these have already been highlighted as national and state trends. However, some more specific park facility trends seen locally include:

- Increased demand for dog off-leash areas that provide amenities such as water, weather protection, benches and picnic tables, community reader/post boards, and agility equipment.
- Design of inclusive and universally accessible playgrounds, considering the abilities and interests of all children through sensitive design choices and a variety of play opportunities.
- Design of nature play and integrating natural elements, materials, and imagery into playground design, as well as the inclusion of spray parks in playground areas.
- Protecting and enhancing natural resources – often sharing the costs and resources with other organizations and community groups to maximize efficiency in overall natural resource management.
- Placing a high value on sustainable design and green stormwater infrastructure.
- Designing more flexible and mixed-use spaces to allow for a variety of activities and uses, as well as better adaptability to changing interest in recreation activities or programs over time.
- Support for new and emerging active recreation activities in the parks system – everything from sand volleyball and pickleball to remote control plane or drone flying areas, parkour, gaga ball, interactive ‘playscapes’ outside of playgrounds, and creative placemaking in the design and renovation of parks across the system.
- Including public art, outdoor gathering spaces and public fountains, interpretive educational signage about local history and the natural environment, and providing important civic views and view corridors.
- Accommodating E-bikes, car share drop-off areas, and other newer transportation modes in future parks planning efforts.
- Focus on keeping youth active – a new study completed through a partnership between the University of Washington’s Center for Leadership in Athletics, King County Parks, and The Aspen Institute found that less than 19 percent of youth in King County get the amount of physical activity recommended by the Centers for Disease Control and Prevention.

Parks and Recreation Trends Key Findings

1. Parks and recreation facilities need to be flexible to serve a diverse audience through broad community appeal. They should be accessible and welcoming to everyone.
2. Parks are becoming a key component in promoting climate resiliency, showcasing sustainable design strategies and implementing green infrastructure practices.
3. Parks are a catalyst for our youth to become the future stewards of our environment, offering a safe place to explore, discover, and understand the intricate balance of our ecology, especially within the urban fabric of our community.
4. Recreation facilities and programs need to support active lifestyles for all ages and abilities.
5. Parks can improve civic pride and create a sense of place by installing public art, outdoor gathering spaces, public fountains, interpretive displays of local history and the natural environment and protecting important views and view corridors.

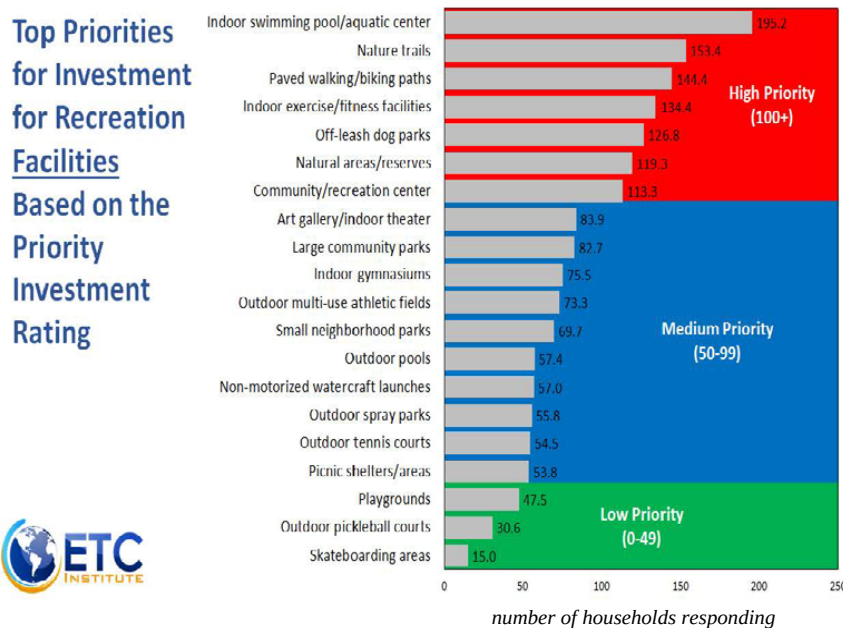
Community Interests

The City of Kenmore has conducted extensive public outreach to find out what facilities, amenities and programs they would like to see in the park system. While the city can analyze the physical improvements in parks and recreation, future growth and associated demographics of the community, and recent trends in parks and recreation, none of these methods can completely inform the city of what the community actually wants to see in its parks system. This feedback is a key component of the demand and needs analysis. Community outreach activities in support of this plan include the following:

- 2015 Imagine Kenmore Research & Engagement Plan
- 2016 Walkways and Waterways Bond Survey
- 2016 Imagine Kenmore Community Outreach Summary
- 2019 Parks and Recreation Survey and Open House

In the 2019 survey, 91% of respondents rated the physical condition of the park and recreation system as either “excellent” or “good”. Over 70% are satisfied with the number of city-owned parks and recreation facilities, and with the progress the city is making to improve those facilities. About 50% were satisfied with the number of recreation opportunities and the quality of recreation programs offered in the city.

Figure 7: Top priorities for investment for recreation facilities.

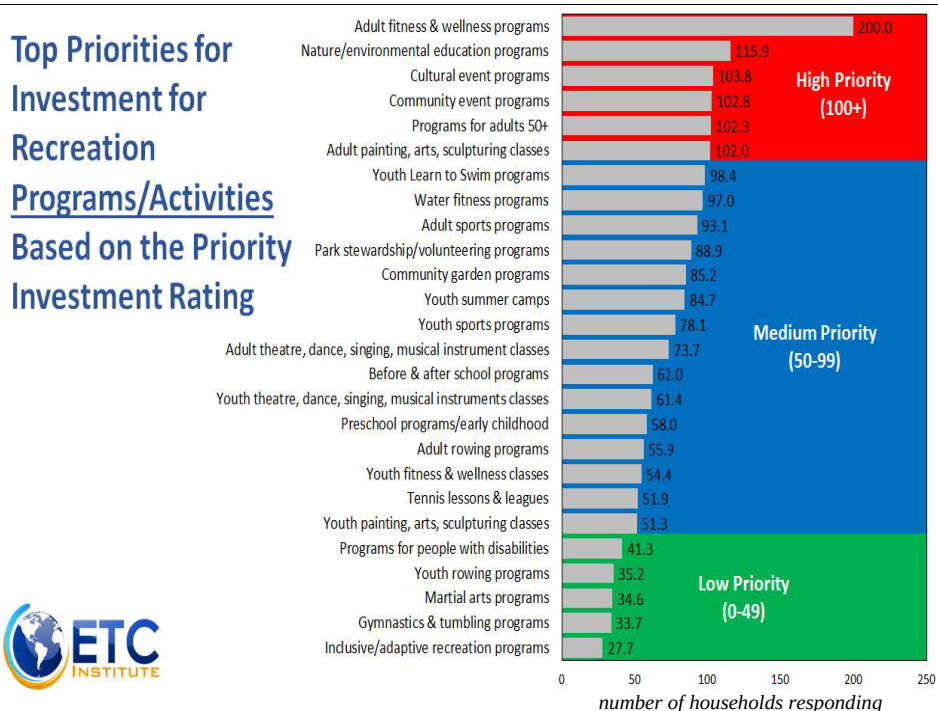


The most used facilities in the system were Log Boom Park, Rhododendron Park, and the Town Square and 63% of residents use the park system at least monthly. Respondents were asked what parks and recreation needs were not being met for facilities and programs. A variety of indoor recreation types, off-leash dog parks, trails, and athletic fields ranked among the top facilities as shown in Figure 7.

For programs, adult fitness and wellness, environmental education, and arts and culture programs ranked among the top needs by the community, see Figure 8. A complete summary of the community outreach results can be found in Appendices B-D.

The most recent informal survey conducted as part of this PROS Plan update reinforced these priorities with waterfront facilities and an indoor pool as the most needed facilities in the city, with nature trails, natural areas, and paved walking/biking routes rounding out the top five facility needs. Community events was ranked as the most needed recreation program, followed closely by outdoor water-related programs, adult fitness and wellness, and natural/environmental education programs.

Figure 8: Top priorities for recreation programs and activities.



Community Interests Key Findings

Specific key findings from the collective results of all of the public outreach conducted, with specific references to data and results from the 2019 survey, are outlined below.

Key Point 1 – Waterfront Vision

Waterfront activities, access to water, and protection of our natural environment along the waterfront are core guiding principles when it comes to community values for Kenmore residents. . Among residents surveyed in the 2019 Parks and Recreation Survey, 87% of respondents were ‘somewhat supportive’ or ‘very supportive’ of acquiring additional shoreline properties to support water dependent recreation in the city, with the vast majority (70%) identifying as ‘very supportive.’

Key Point 2 – Diversity of Park Facilities

Among residents surveyed in the 2019 Parks and Recreation Survey, 79% of respondents were ‘somewhat supportive’ or ‘very supportive’ of acquiring additional properties for new parks and recreation facilities, with about half (52%) identifying as ‘very supportive.’ Of the different activities suggested for potential parks and recreation improvements, Figure 9 lists the top ranked facilities and programs.

Figure 9: Top ranked Facility and Program Needs.

FACILITIES	PROGRAMS / ACTIVITIES
• Nature trails	• Adult fitness and wellness programs
• Indoor exercise / fitness facilities	• Nature / environmental education
• Natural areas / reserves	• Cultural events
• Indoor swimming pool / aquatic center	• Community events
• Paved walking / biking paths	• Senior programs (50+)
• Off-leash dog parks	• Adult painting, arts, sculpting classes
• Community recreation center	

The greatest needs not currently being met include a pool/aquatic center and pickleball courts. These are followed closely by off-leash areas, indoor fitness/gyms, and outdoor tennis courts. The community had the least interest or need for additional skateparks or a spray park.

The most important facilities for residents closely mirror the needs and include, in order of priority:

1. Nature trails
2. Indoor swimming/aquatic center
3. Paved walking/biking paths
4. Off-leash area
5. Indoor fitness/gyms

The majority of residents also responded that the current recreation programs and activities do not meet their needs for all types of activities except community events, early childhood & before/after school care, youth sports and camps, and stewardship and education programs. Adult fitness and wellness programs were ranked as the most important programs needed.

Key Point 3 – Preserve and Protect the Natural Environment

Among residents surveyed in the 2019 Parks and Recreation Survey, 84% of respondents were somewhat supportive or very supportive of acquiring additional properties to preserve natural open space and wildlife habitat, with a majority (61%) indicating they were very supportive. The top three facilities needed by residents when asked for their preferences were nature trails, paved trails, and natural areas or reserves.

As noted above, nature trails are the number one facility desired and one of the highest needs not currently being met. This has been the case in nearly every survey conducted since 2013, and also mirrors the trends we see at the state and national level. Walking on trails is an activity that appeals to all ages and can accommodate all abilities, especially with some portions of those trails paved or meeting ADA accessibility requirements. Trails through natural areas further enhance the user experience and, when combined with interpretive signage, community stewardship programs, and other features, help educate the community on the value of natural systems and how they fit into the larger urban context of cities today.

Key Point 4 – Improve Connectivity

Time and again trails and walking routes are at the top of the list for desired recreation activities and they are also some of the most-used facilities. Walking paths was the most important feature to the community that could be added or improved in Kenmore's park and recreation park system based on the results of the 2019 Parks and Recreation Survey. In the Imagine Kenmore public outreach effort, connecting people from where they live to where they recreate was also identified as important. Safer routes to schools and public facilities and parks increase access to recreation for residents.

Creating walking paths and nature trails in parks and connecting residents to parks, natural areas, and the waterfront has consistently been one of the most important needs expressed by the community. This means more trails within parks, as well as more sidewalks and safe walking

routes between neighborhoods and parks – either as part of the roadway system or as separated trails and multi-purpose paths.

Key Point 5 – Recreation Activities

The most important recreation activities that the community would like to see in its park system include the following, though other facilities should still be improved as opportunities and funding allows:

- Trails, especially in natural areas
- Indoor swimming/aquatic center
- Dog park
- Additional new parks
- Indoor fitness and exercise

Benchmark Comparison

According to the National Parks and Recreation Association (NRPA), in 2019 the typical park and recreation agency across the country offers one park for every 2,181 residents, or about 10 acres for every 1,000 residents. The NRPA also updated in 2019 its database of benchmarks from across the country to compare industry trends and ratios of different types of parks and recreation facilities compared to the population. As stated above, this is generally expressed as a quantity of something per 1,000 residents and is a good way to gauge the quantity of parks and recreation facilities provided when compared to other jurisdictions nationally and regionally. Note that this comparison does not consider the quality of the facilities or the level of maintenance and access to those facilities.

The typical agency participating in the 2019 NRPA Agency Performance and Park Metric survey has a population on average of 39,183 people, which represents the median benchmark in the figures below and is about 58% larger than the total population of Kenmore (22,920 current population), though what each jurisdiction provides for parks and recreation facilities is as varied as the communities themselves. Figure 10 shows how Kenmore compares to other similar jurisdictions across the country in relation to total park land (acres) per population.

Figure 10: Comparison of the number of people for every park and park acres in the city.

	Number of People / Park	Acres / 1000 Population
National Median (all jurisdictions)	2,181	10.1
National Median for Similar Size Jurisdictions (20,000 – 40,000)	1,881	9.6
Pacific Northwest Median	1,746	4.1
City of Kenmore Parks Only (146 acres)	1,763	6.4
All Park and Recreation Facilities in Kenmore (475 acres)	1,528	20.7

Benchmark Comparison Key Findings

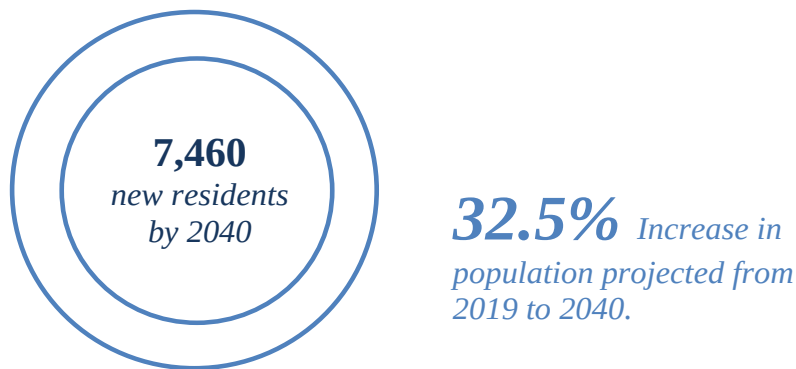
1. The City of Kenmore contains less than the national average of parks acreage in the system, but is on target with other jurisdictions in the Pacific Northwest region for city-owned facilities. When considering all publicly accessible parks and recreation facilities open to the public, the city exceeds the national and regional average.
2. The City of Kenmore is on par with other jurisdictions for some outdoor facilities, like playgrounds, tot lots, skateparks and courts, but is below average for other outdoor recreation amenities, specifically, community gardens, dog parks, spray parks, and multi-purpose courts. As playgrounds are upgraded, enhancing and expanding play value for children with special needs and providing enhanced accessibility in all playgrounds should be considered. Opportunities for natural play should also be considered such as the one proposed in the Twin Springs Master Plan.
3. The City of Kenmore is below average for the number of indoor recreation facilities, except for senior centers. This includes a need for additional aquatic facilities and gyms. Some of this need can be met through outdoor improvements, like fitness stations and athletic courts and expanding the beach at Log Boom Park. This would not entirely replace the need for indoor facilities.
4. Parks in the city all generally contain the same types of facilities. Variation of types of facilities, overall character of park features, and including special interest facilities, especially at the larger parks, will help diversify the system. This will also allow greater flexibility to cater to diverse populations and changing trends in parks and recreation over time. Varying the character and types of activities in parks also helps foster a greater sense of ownership with the surrounding community and can help create a sense of identity or reinforce the neighborhood context of each park site. Some of these new uses to consider include pickleball, futsal, disc golf, parkour, and rock climbing.

Population Growth

Population Growth

The city's current population is 22,920 with a population forecast of 28,473 by the year 2035 as identified in city's Comprehensive Plan. Since the population projection data is not yet available beyond 2035 and this is 20-year plan, the rate of population increase is assumed to remain the same and is projected out at the same rate (1.5% average annual growth) to the 2040 planning period (see Figure 11). This results in an estimated population of 30,140 by the year 2040 (21 years x 1.5% annually is a 31.5% increase over the planning period). For the city's park system to keep up with demand based on this projected growth, the city would need to expand its park system or increase capacity at its existing parks to accommodate this projected growth. If you were to look only at this population increase, the demand for future parks by 2040 would increase at the same rate as population at 32.5%, creating a **need for 47.5 additional acres of new park land** (146 existing acres x 32.5%), or improved capacity in existing parks within the system to meet the needs generated by the increased growth. Of course, this doesn't help define what people actually want to do in their parks. However, this doesn't help define the activities and programs people want in their parks. It also doesn't account for availability of existing land to develop new parks, or the feasibility of expanding capacity and other improvements at existing parks.

Figure 11: Population projection.

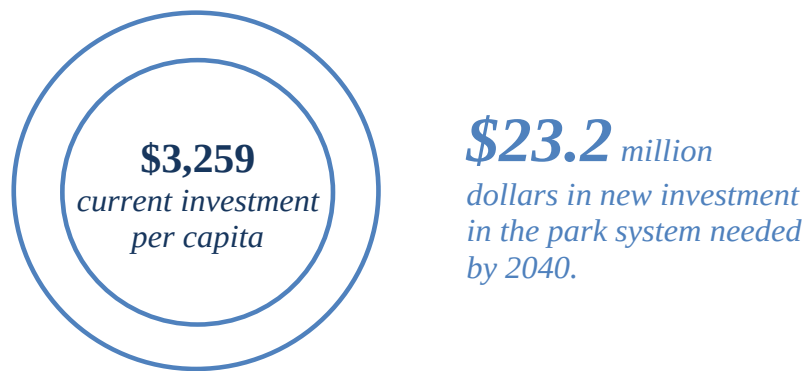


Parks Investment Per Capita

By considering the overall value of the existing park system, we can begin to see a more complete picture of both the park land itself and the improvements created on that land to meet the recreation

demands and needs of the community. The value of the existing park system (replacement value in 2019 dollars) is \$74.7 million, or \$3,259 per person per the 2019 Park Impact Fee Rate Study. This represents the current investment for parks and recreation facilities in the city. If the city were to invest the same amount in parks and recreation as they have existing today for every new resident projected into the future, the city would need to invest an additional \$23.2 million in the park system – that’s \$3,259 times the projected 7,120 new residents by the year 2040 (see Figure 12). This still assumes that all residents and visitors to the city have access to all parks in the system; and doesn’t help to determine what facilities are actually needed within those park lands.

Figure 12: Investment needed by 2040.

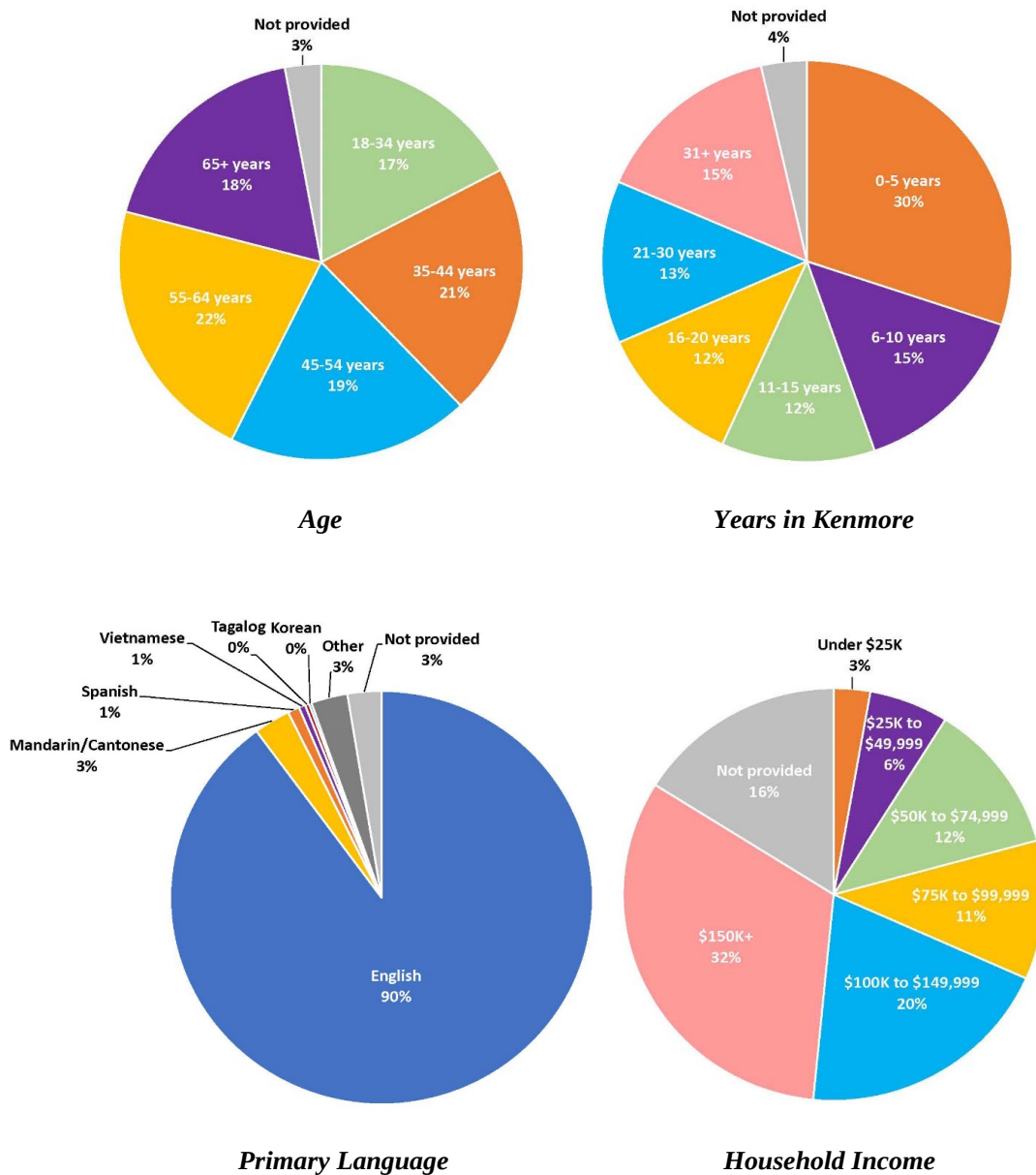


Demographics

Understanding the demographics of the existing population, described in previous sections, helps create a more complete picture of future needs in the city. It is also helpful to note that the respondents who participated in the 2019 Parks and Recreation Survey discussed previously generally mirror the overall city demographics in many ways. 40% were over the age of 65 and 45% had only lived in the City of Kenmore for 10 years or less. The majority of residents were Caucasian and spoke English. Asian languages make up the largest percentage of non-English speakers in the city.

When considering the demographics of the community, there is a large diversity of ages represented, with a need for recreation activities that appeal to older youth and active adults. There is also an expectation that the percent of seniors over the age of 65 will increase as the current population ages. According to the State of Washington Recreation and Conservation Office, ethnic diversity is increasing across the state, and state residents as a whole are aging with seniors outnumbering youth by the year 2040.

Figure 13: Demographics of 2019 Parks & Recreation Survey Respondents.



With these changing demographics, residents will likely be seeking different types of recreation activities than they may find today. New recreation activities that appeal to different ethnicities and a more diverse community should also be considered.

Population Growth Key Findings

1. Kenmore is a growing community with a variety of residential typologies housing types throughout the city. With the majority of residents commuting to work in a single-occupancy vehicle, park and recreation facility improvements that support and encourage multi-modal transportation choices should be considered a high priority.
2. Higher density residential housing occurs mostly in downtown Kenmore, where the majority of assisted housing and senior housing is also located. Activities in this area should support healthy living, encourage active recreation, and focus on ease of access to recreation opportunities.
3. The population is mostly middle-aged and of a white ethnic background. However, other more diverse ethnicities are growing and are expected to continue to grow in the future. Recreation activities that appeal to older youth and active adults should be considered, along with a greater variety and flexibility in those activities to better respond to changing demographics and increasing diversity over time.

Geographic Distribution

The City of Kenmore has 13 parks, recreation and open space facilities totaling 146 acres with a variety of amenities including waterfront access, sports fields and courts, playgrounds, picnic areas, and open lawn areas. There are also a number of special use facilities such as the senior center and skate park. Over 80% of the park system is urban forest, wetlands, and other protected natural systems creating a strong natural backdrop to neighborhoods and communities throughout the city. There are also 7.5 miles of trails within the city's parks system, consisting of paved, crushed rock, or informal mulch surfaces and offering a variety of trail experiences. This doesn't include the 4 miles of new trail, consisting of a grade-separated sidewalk and a striped bicycle lane, along 68th Avenue NE and Juanita Boulevard from the north end of the city through to the south city limit to be completed by 2023.

**OVER 73% OF KENMORE RESIDENTS
LIVE WITHIN A 10 MINUTE WALK OF A PARK,
TRAIL, OR OPEN SPACE.**

Beyond the city's facilities, there are an additional 329 acres of park and recreation facilities which include: King County's Burke Gilman Trail, Saint Edward State Park, athletic fields within the Bastyr University campus, the Washington Department of Fish and Wildlife's motorized boat launch, and the Harbour Village Marina public boardwalk, pier and breakwater. The Bastyr University athletic fields are made available to the public through a lease agreement between the city and the University, which expires in 2025. These fields will need to be replaced or lease renewed in order to continue to meet the current demand for athletic fields in the city.

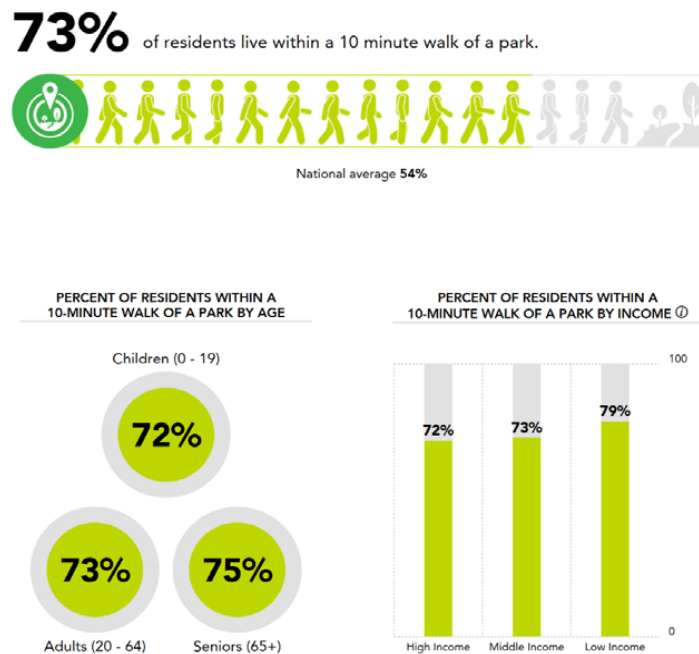
A number of elementary, middle and high schools are also generally open to the public during non-school hours, though on an informal basis and only as the Northshore School District policies and facilities management allows. Private parks and recreation facilities are generally limited to marinas, gyms, the Inglewood Golf Club, and the Aqua Club pool. Private organizations also reserve the use of sports field in Kenmore, which can affect the availability of fields for other users and especially non-organized sports users. School District fields generally have limited availability for non-school use except in the summer months. Field use is described further in the Participation Rates section. Private facilities require fees for use that may be limiting to some Kenmore residents. As a result, School District and private facilities are not considered further in assessing the demands and needs for recreation facilities in the city.

Walkshed Analysis

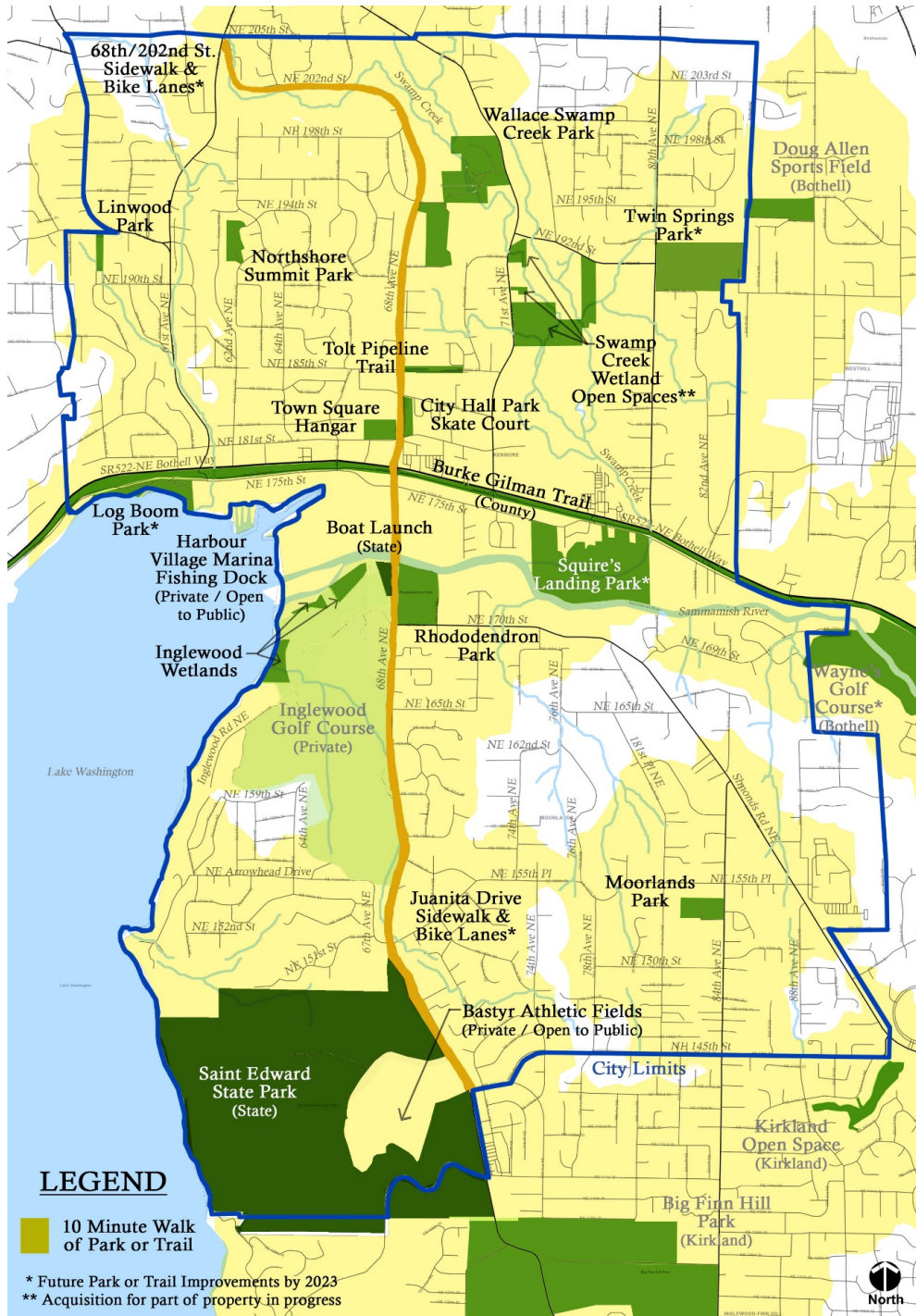
Recreation opportunities are generally accessible to the community with 73% of Kenmore residents living within a 10-minute walk of a park, trail, or open space, called a *walkshed*. A 10-minute walk is equivalent to about a ½ mile radius, though it is also important to recognize that not everyone can walk a ½ mile in 10-minutes. The existing *walkshed* in the city is shown in Map 6. With a fairly even distribution of parks throughout the city, most of the city falls within a current walkshed to a park, trail or open space. However, this doesn't necessarily mean that there is a sidewalk or other safe walking space, or an accessible route, between residential neighborhoods and the park system. For example, there are a number of local trail connections in the northwest portion of the city that are informal, often located on unimproved right-of-way or along utility easements. While these improve Kenmore's walkability, they are not always accessible and may not be perceived as publicly available routes. As such, these are not currently included in this planning process. Partnering with the city's Public Works department to develop safe walking routes to parks and recreation facilities should be a priority.

With safe walking routes developed, 72% of kids under the age of 19 and 79% of all low-income residents would be able to walk from their home to an *existing* park or open space in the city (see Figure 14). This goes a long way to meeting the needs of some of the most vulnerable populations with the greatest need for publicly accessible parks and recreation facilities.

Figure 14: Percent of Kenmore residents within walking distance of a park based on Trust for Public Land ParkScore® data. (Trust for Public Land; June 2019; www.tpl.org)



Map 6: Areas within a 10-minute walk (approximately ½ mile) of a park/recreation facility



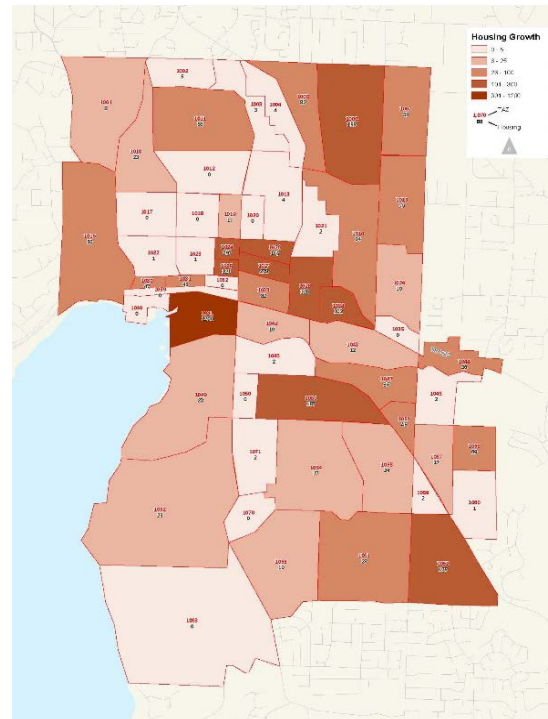
Housing Growth

Based on the demographics and projected population growth, we can expect the majority of new growth to occur in the Kenmore downtown where the highest housing density currently exists, and in the northeast and southeast corners of the city where new residential growth is expected as shown in Map 7. Localized growth will still occur in other areas of the city as well, creating a higher demand for parks and recreation facilities across the whole park system.

High density housing growth is generally focused in the urban core where access to parks and recreation facilities is historically traditionally limited. In Kenmore, however, there are three public parks and recreation facilities centrally located in the Kenmore downtown. These include the Hangar building, the Town Square outdoor plaza and fountain, and City Hall Park and Jack Crawford skate park. Combined, these facilities provide a variety of active and passive recreation opportunities, places for community events, and places to just gather. Active recreation is currently limited to the skate park, which mostly caters to youth though it does include beginner and more advanced areas.

Additional active recreation opportunities should be considered to appeal to a wider range of ages, ethnicities, and genders. These could include outdoor fitness stations, table tennis, bocce ball, basketball hoops, parkour features, and other activities that can easily fit into and reinforce the context of a vibrant urban center. Community gardens, demonstration gardens, and pollinator gardens can also be used to support passive recreation in an urban core with the added benefit of healthy living and enhancing the natural ecosystem where opportunities are generally the most limited. Just outside of the urban center, Wallace Swamp Creek Park, the Burke Gilman Trail and Tolt-Pipeline Trail are within a ¼ mile of downtown Kenmore. The Burke Gilman Trail provides paved multi-modal access to an extensive network of parks and recreation opportunities throughout the region.

Map 7: Map of housing growth areas in Kenmore.
The darker the red the more housing growth is expected in a given geographic area. (Kenmore Comprehensive Plan)



Low Income and Affordable Housing

The lowest income and most affordable housing areas of the city generally are located in the Kenmore downtown area as shown in Map 8. According to the Centers for Disease Control and Prevention (www.cdc.gov), low income populations are generally more susceptible to obesity and the associated health risks related to obesity. They are also least likely to be able to pay for gym memberships, athletic leagues, and other paid recreational opportunities, in addition to having a more limited access to transportation. Community gardens and outdoor fitness stations are good options to help offset these limitations.

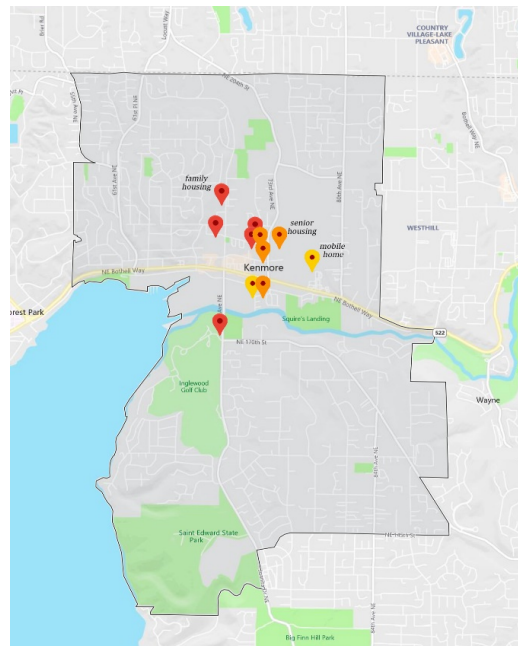
Park Distribution by Classification

Neighborhood parks are predominantly located in the northern portion of the city with only one, Moorlands Park, located south of the Sammamish River, creating a need for more neighborhood parks and associated facilities in the southern half of the city, though topography and natural systems in this area make acquisition for new parks challenging.

Community and regional parks are evenly distributed in the northern and southern areas of Kenmore. However, not all community and regional facilities have been developed to the same level, mainly due to environmental or other existing constraints. For example, Wallace Swamp Creek Park remains largely unimproved, and the master plan recommends mostly informal and passive recreation focused around the natural environment, such as trails, educational and interpretive elements and picnic areas.

Implementing proposed Walkways and Waterways waterfront access improvements at Log Boom, Squire's Landing and Rhododendron parks and upgrading facilities such as the pier at Log Boom Park will be important to help the city accommodate future growth and reduce long-term maintenance inherent as parks facilities near the end of their useful life. Accessibility improvements and improvements that expand capacity or increase flexibility and diversity of uses at existing parks should be a priority.

Map 8: Affordable housing in Kenmore.
(ARCH – A regional coalition for housing; June 2019; www.archhousing.org)



Available Lands and Potential Acquisition Areas

To have a fully walkable park system where every single household is within a 10-minute walk of a park or open space would require six additional parks if you consider only the distribution of parks and their associated walksheds. The approximate locations of the areas where parks are needed to provide walkable access to parks for all residents in Kenmore are shown on Map 9. Additional analysis is needed to determine if the areas shown are feasible for new park development even if land becomes available, and what kind of improvements could be provided given the type of land in the area (i.e., environmental restrictions, acres available, or topography). These, and other considerations, would need to be evaluated prior to any type of new acquisition as opportunity and funding may allow.

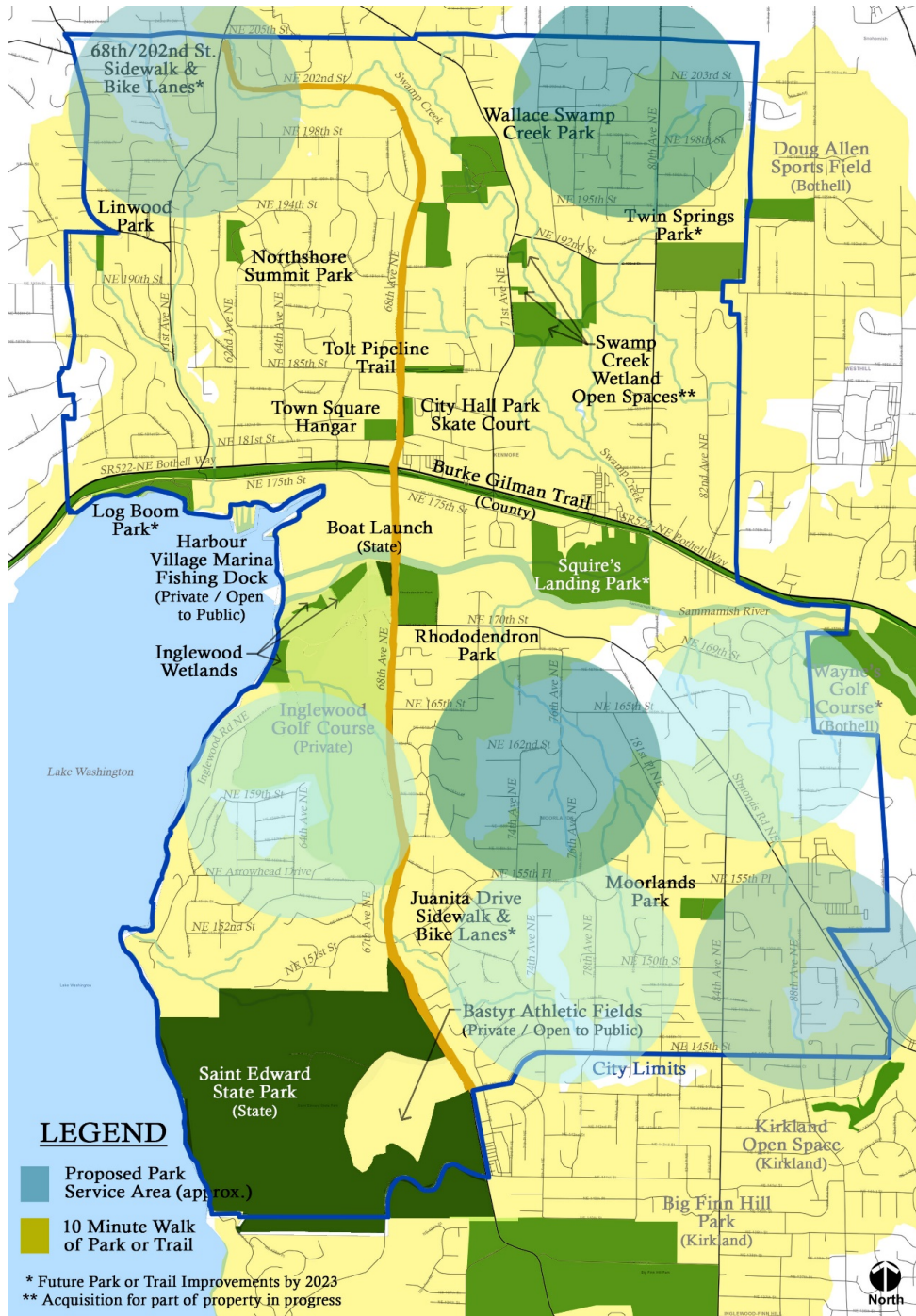
The highest priority should be given to areas near high density housing, low income populations and where new residential growth (of all types) is expected to occur. Areas that don't have access to other open space or recreation areas, like school facilities or protected open space areas, should also be considered as a priority for any new acquisition.

With vacant land almost non-existent in the city, much of the land available is limited by wetlands and other types of sensitive areas or is already developed. As a result, developing new parks will be extremely difficult and may require significant property consolidation efforts. Potential acquisition areas are shown with a service area equal to approximately a 10-minute walk, or a ½ mile circle.

Improving connections between parks, or looking at the development of linear parks within right-of-way or as part of natural systems could be another way to meet this need. Open space and access to recreation facilities at schools or at facilities owned by other organizations or jurisdictions can also be used to meet this need, provided access to these facilities remains available to the public. Easements or other forms of agreements between a property owner and the city for parks and recreational use, such as along the WaterWalk trail corridor or as with the use of fields at Bastyr University, could also be used in lieu of full acquisition.

With the addition of new parks in the areas shown, assuming at least one of these would be classified as a neighborhood park, there would be a more even distribution of parks across the city.

Map 9: Target park acquisition areas within walkability gaps; the darker the circle the higher the priority area for acquisition.



Geographic Distribution Key Findings

1. Kenmore has a great overall distribution of parks with few gaps remaining in the overall system. It also has the potential to be a highly walkable city with the majority of residents living within a 10-minute walk to an existing park or trail. Making those routes safe for walking allows everyone access to the park system without relying on single-occupancy vehicles. This effort should be a priority of the plan's implementation and could be done in partnership with the City of Kenmore Public Works Department.
2. Acquire new park land in areas where residential development (of all types) is expected to occur.
3. Acquire park land or easements along Kenmore's waterways to create a system of waterfront access and connect these public spaces with a pedestrian/bicycle route along the water.
4. Acquire and develop at least two new parks – one in the Moorlands neighborhood generally north of NE 155th Street, and one in the northeast corner of the city generally around NE 203rd Street. Additional new parks in other gap areas should still be acquired and developed as opportunity allows.
5. Develop a master plan and implement renovations for Linwood Park, one of the only parks remaining in the city that hasn't been considered for any significant improvement since the city's incorporation.
6. Prepare Twin Springs Park to open to the community for neighborhood level park use.
7. The quality of the parks system is high, and Kenmore has done a lot in recent years to upgrade, expand, and improve its parks. Implement existing master plans for city parks and trails as opportunity and funding allows.
8. Kenmore has an extensive network of natural systems, from waterways to wetlands and urban forests. However, there is very little public access to these areas and limited educational features that highlight these areas within the community. Providing controlled access in a way that maintains the quality of the environment and includes educational and wayfinding features should be considered to the extent feasible.

Recreation Programming

The city's focus for recreation programming is on community events, which occur mostly in the following city-owned locations:

- The Hangar at Town Square / City Hall
- Rhododendron Park
- Log Boom Park
- Squire's Landing Park

Parking can be a problem at nearly all city venues for events, but it is especially difficult at Log Boom Park.

The city relies on partnerships with the school district and other public, private and non-profit organizations for all other recreation programming, though city-owned facilities are often used to host those programs. This partnership approach is expected to continue into the future, and all proposed recreation programming would be implemented in partnership with other jurisdictions, agencies, or organizations.

The Hangar, with its grand opening in August of 2017, is the city's main indoor gathering space for recreation activities and events, providing an open space for the public to use on a drop-in basis during regular hours, or to rent for a private event. Since its opening, there have been over 500 requests for reservations annually, up from just over 300 requests for other city-owned facilities the prior year before the Hangar was built. There is an average of about 20 requests per week for use mostly as a meeting space for various organizations. It is also used for pop-up shops, music recitals, and just general community gathering throughout the year.

Youth summer camps are held exclusively at Rhododendron Park with the exception of a skateboarding camp, called Skate Like A Girl, held at the Jack Crawford Skatepark. Camps for hand-carry watercraft sports have been held in the past by the Kenmore Waterfront Activity Center and the Northshore YMCA. In general, the city provides the location for camps and associated support facilities, like additional restrooms if needed, and helps market the programs to city residents. The organization provides everything else.

Log Boom Park is host to some city-sponsored events and programs. These are intended to be open events for all residents, like the 4th of July celebration, that draw a much larger audience. Saint Edward State Park is used for larger events, like concerts in the park that serve as a regional draw with the potential of 800 or more participants. Saint Edward State Park is the only facility large enough and with adequate supporting infrastructure to handle this capacity.

Recreation Programming Key Findings

1. Continue to partner with other organizations and agencies to provide recreation programming in the city while the city focuses on community events.
2. Actively seek out recreation programming providers to expand offerings to Kenmore residents, especially for adult programs and athletic leagues.
3. Develop a method of tracking participation in various programs to support future planning efforts.
4. Take an active role in advertising programs and events and specifically advertising and supporting participation by residents from more diverse backgrounds and low income needs. This could include translating marketing material into multiple languages, finding “ambassadors” in the various ethnic communities or communities representing special needs populations, and offering and advertising scholarships provided by the city for participation in third party programs.
5. Ensure program venues are accessible and have appropriate support facilities.
6. Provide better access and parking, along with other supporting infrastructure to facilitate and expand community events in Kenmore.

Participation Rates

The last approach considered to assess community demand for parks and recreation facilities is to determine who is currently using those facilities by evaluating the participation rates of residents in various recreation programs offered to the community. Participation rate is the number of people participating in an existing recreation program. Participation rates in Kenmore are available primarily for youth soccer and baseball, rowing and hand-carry watercraft sports, and aquatics. Data should continue to be tracked and updated from participating organizations where available.

Athletic Sports

Service areas for Northshore Little League (NLLL) for youth baseball and the Northshore Youth Soccer Association (NYSA) for youth soccer include all of Kenmore and extend into Bothell to the north and east of Kenmore's city limits. Many other outdoor recreation sports, like lacrosse, softball, and flag football, utilize the same or similar field size as these organizations.

In 2019, North Lake Little League had 279 players with a City of Kenmore address. Based on the number of Kenmore residents in the league and the number of games and practices played by an average team, Kenmore would need 4 baseball fields to serve the city's existing share of fields for the NLLL, if those fields were fully utilized. Under their current practices, the NLLL does not host games on Sundays which reduces the overall efficiency of programming any fields. If they continue to exclude Sundays for games, then Kenmore would need a total of 5 baseball fields to serve the same capacity of participants. Figure 15 shows the data supporting field use by NLLL. This data is based on the following:

- A practice is scheduled for one and a half hours
- A game is scheduled for three hours
- Average of one and a half practices per week per team for both the 2018 and 2019 seasons
- Average of two games per week for both the 2018 and 2019 seasons
- A weekend day has four available three-hour time slots
- A weeknight has one available three-hour time slot
- an 11-person average team size for both 2018 and 2019 seasons

The remainder of this study assumes full utilization of the fields and a total demand for 4 fields in the city. Between the city's current fields and other fields in the local area (school and adjacent jurisdictions), NLLL has been able to meet the current needs of Kenmore residents. Rather than turn kids away, North Lake Little League has coped by having teams share fields for practices and shortening scheduled time for practices to accommodate this growth on the existing fields. While the league is able to use these techniques to continue its operation, 1 additional baseball field would

be needed within the City of Kenmore to accommodate its share of fields to fully support the league without resorting to these additional measures.

Figure 15: North Lake Little League Field Need.

	2016	2018	2019
Players with Kenmore address	274	265	279
Players per game	20	20	20
Practices per week	37	36	38
Games per week	25	24	25
Number of 3-hour blocks of time needed per week (games and practices)	43.6	42.2	44.4
Number of fields needed excluding Sundays	5	5	5
Number of fields needed based on 2018 access to fields during preferred times only	6	6	6
Number of fields needed not excluding Sundays	4	4	4

Northshore Youth Soccer Association serves a larger area than NLLL. In 2019, 639 of NYSA players had Kenmore addresses. The NYSA has differential access to soccer fields according to seasonal natural lighting patterns. Kenmore's soccer fields are non-lighted, so soccer practices cannot be continued into the evening hours. The month of October is the last month in which evening practices are possible at non-lighted fields. The number of lighted fields that Kenmore would have to provide to fully satisfy field need for all months of youth soccer activity is also calculated. Figure 16 shows the data supporting field use for the NYSA. This data is based on the following:

- Average game length is one hour and 43 minutes
- Average practice length is one hour and 12 minutes
- Average team size is 11
- Three-hours available on lighted fields for practice per weekday
- Hours available on non-lighted fields for practice:
 - August – three-hours.
 - September – two-hours

- o October – one-hour
- Each team plays one game per week
- Each team has two practices per week

Based on the number of Kenmore residents in the league and the number of games and practices played by an average team, Kenmore would need 6 soccer fields to serve the city's existing share of fields for the NYSA. Between the city's current fields and other fields in the local area (school and adjacent jurisdictions), NYSA has been able to meet the current needs of Kenmore residents. NYSA has managed its growth by doubling up teams on fields, relying more on school fields, and going even further outside the city in order to meet their needs. While the league is able to use these techniques to continue its operation, 2 additional soccer fields would be needed within the City of Kenmore to accommodate its share of fields to fully support the league without resorting to these additional measures. In addition, to fully utilize any soccer fields provided, they would need to be fully lit fields due to the season and times of play, especially for practices that generally occur on weekdays which limits play time to late afternoon and evening hours.

Figure 16: Northshore Youth Soccer Association Field Need.

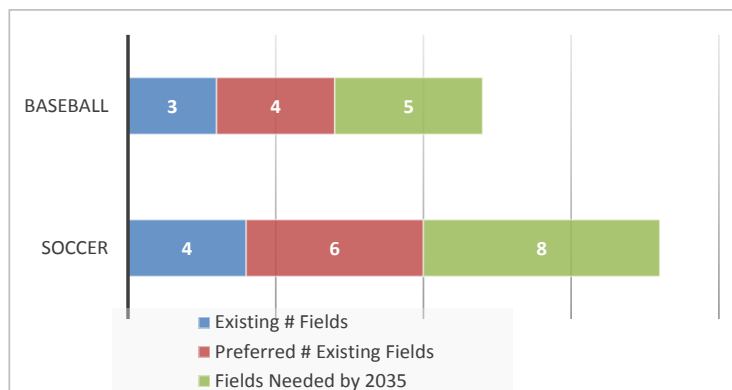
	2016	2018	2019
Players with Kenmore address	703	679	639
Players per game	20	20	20
Practices per week	-	124	116
Games per week		31	29
Number of 2-hour blocks of time needed per week (games and practices)	-	101	95
Number of fields needed per week if not lighted	-	10	9
Number of lighted fields needed per week	-	7	6

Most of the fields used by both organizations are located at existing school sites or outside of Kenmore. Only 1 baseball field and 1 soccer field (overlay) is available for use within the city's current park system at Moorlands Park. There are an additional 2 baseball fields and 3 soccer fields available to the city through a lease agreement with Bastyr University. School District fields are

prioritized for school use and so are not always available to support community need. Fields outside of Kenmore are also generally prioritized for their resident / organization use. Both organizations have had to accommodate increased growth in the community, and subsequently the demand for their programs, within the existing field capacity resulting in a reduced service, quality, or time available on the fields.

By extrapolating this data based on the projected 24% growth in overall population, an estimated 2 additional soccer fields and 1 additional baseball field are needed by the year 2040, see Figure 17. This is done by multiplying current number of fields needed by 24% (4 preferred baseball fields x 24% = 1 additional baseball field needed to accommodate future growth). This gross estimate assumes participation rates and the resulting field use continue at the same rate (per capita) as currently exists and that all of the fields currently available for use will continue to be available for use.

Figure 17: Youth sports field needs.



As growth continues in adjacent jurisdictions and demand for school field use also increases, the need for additional fields in Kenmore will only continue to grow. However, there is limited capacity for new fields within any of the existing city-owned parks. Focusing efforts on joint-use agreements with Bastyr University, Saint Edward State Park, and potentially the Northshore School District to support field expansion and field improvement to meet the future need. These agreements, along with new acquisition, should be pursued as opportunity and funding allows.

Rowing and Water Sports

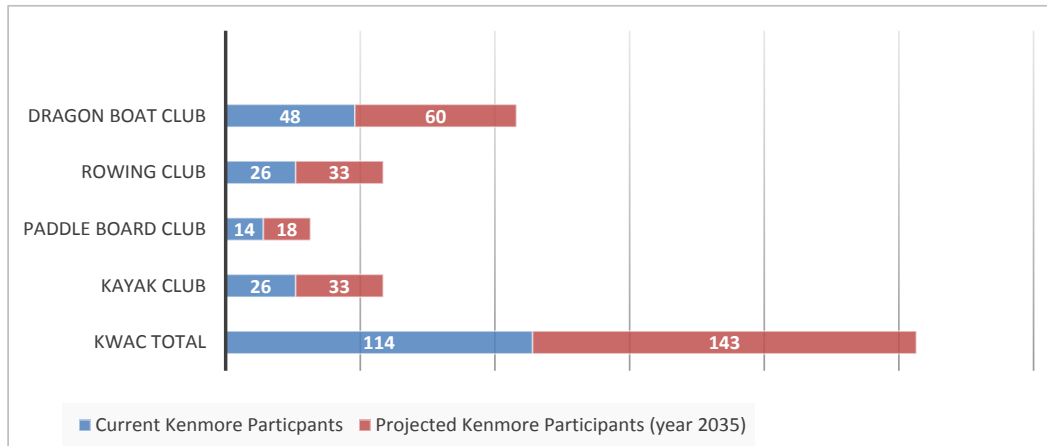
The Kenmore Waterfront Activities Center (KWAC) is a local club focused on providing access and programming for water sports activities in Kenmore. Membership includes the Flying Dragon Boat Club, the Canoe and Kayak Club, the Rowing Club, the Standup Paddle Club, Hui Wa'a O

Puget Sound (and outrigger club), and 10 other organizations. They operate on a long-term lease out of Squire's Landing Park with occasional use of waterfront access at Rhododendron Park. Squire's Landing Park includes public boat storage and public access to the Sammamish River and Lake Washington. Rhododendron Park includes more informal access along the shoreline near the adjacent motorized boat launch. There were a total of 114 Kenmore residents included within the various KWAC member organizations in 2018. Based on a projected 24% increase in population, we can expect approximately 142 residents to participate in KWAC water sports programs by the year 2035, and the Kenmore Rowing Club specifically expects to increase its membership to 100 participants. That could result in a total participation rate of about 200 participants. See Figure 18 for participation rates through KWAC.

The Northshore School District also has a rowing program, based mostly out of Inglemoor High School but open to all four high schools. They had 91 students participating in 2018 and anticipate growing the program to include all Middle Schools with an estimated participation rate of about 500 students within the next 5 years.

Of course, this only accounts for the number of residents participating in organized clubs and programs and does not reflect the recreational users that also need water access for both motorized and non-motorized boating, swimming, fishing, and other water-related recreational uses. The city currently places a seasonal float in the water off the beach at Log Boom Park to support informal to launch hand-carry watercraft. A vendor is also under contract with the city to provide hand-carry boats and other waterfront activities for a fee (rental) at Log Boom Park on a seasonal basis. The number of people at the existing beach during the summer season often exceeds the existing capacity, with waterfront access spilling over onto the pier and non-designated shoreline areas. Expansion of the beach as shown in the Log Boom Park Master Plan would alleviate the capacity needs and provide better access to the waterfront for a variety of formal and informal uses.

If the proposed improvements in the Squire's Landing Park Master Plan were completed, it would meet the existing needs and support the projected growth in the KWAC program. Additional access on a more transient basis would be needed to further expand KWAC programs to new users, age groups, events, and programs. This additional access could be accommodated at Rhododendron Park and Log Boom Park once the proposed waterfront improvements to these parks are completed. Both sites can be used in some capacity today, but lack the support facilities, docks, ADA access, and other improvements to offer quality programming to all residents and organizations.

Figure 18: Participation rates for non-motorized boats.

The proposed waterfront improvements at Rhododendron Park will primarily serve the School District's expanding rowing program and will adequately meet their need for waterfront access, though additional boat storage would likely be needed if the program reaches its full potential. Shared use with other groups and individuals is anticipated at Rhododendron Park and accommodated in the design of the proposed improvements.

Motorized boating use is generally limited by the number of parking stalls available at the one motorized boat launch available in Kenmore. The boat launch is owned and managed by the Washington Department of Fish and Wildlife and is located off 68th Avenue NE. There are approximately 40 parking stalls and one boat launch ramp available at the site. There are no docks and no pedestrian ADA boarding areas or ADA access to the water at the boat launch. Part of the access drive for the boat launch is located on an easement within the adjacent Rhododendron Park and will be shared with the new proposed hand-carry boat storage and waterfront access in the park.

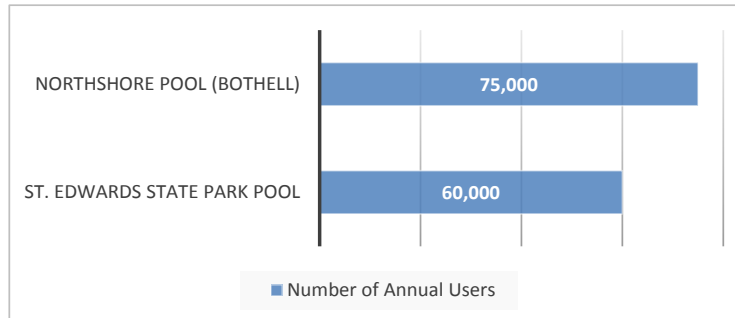
Aquatics

Previously, there was one aquatic center (indoor pool) at Saint Edward State Park that was closed in 2009 for renovation of the seminary building with no plans to reopen. Another pool at the Juanita Aquatic Center (Juanita High School) also closed in 2013. The one remaining public pool near Kenmore, the Northshore Pool, is now the North Shore Lagoon and was renovated as part of the Anderson School redevelopment project, though it is still open to the public during select times.

A number of feasibility studies have been done over the years to determine the need and size of a proposed aquatic center, with the Northshore Aquatics Needs Analysis and Location Study one of the more recent studies completed in 2008. The previous pool at Saint Edward State Park had an

annual participation rate of approximately 60,000 users (see Figure 19). The Northshore Pool prior to the renovations had a participation rate of approximately 75,000 users. In all cases, the previous pools were highly used and community feedback suggests that pool use is still a highly desired recreation activity for the community. The feasibility study suggested that any proposed aquatic center be a regional facility and developed in partnership with other jurisdictions.

Figure 19: Aquatic center use (prior to 2013).



Participation Rates Key Findings

1. An aquatic center would be highly valued by Kenmore residents and there is a need for facilities to support aquatic programming and recreation activities within the region. Any new aquatic center should only be developed jointly with other jurisdictions to serve a regional need with Kenmore participating as part of this partnership approach.
2. A multi-purpose athletic complex should be developed – either by the city or jointly with other jurisdictions or organizations to serve youth and adult athletic sports. This could be through new acquisition, easements, or other forms of agreements in partnership with other agencies or organizations. Completing the proposed improvements for a multi-sport field at Saint Edward State Park would meet the current needs and accommodate some of the projected growth in youth sports, but additional opportunities should still be considered, especially to accommodate adult sports and alternative sports that are growing in interest. Some of this need could continue to be met in the short term through the use of the Bastyr fields, but use of the fields cannot be relied upon to meet all the city needs long-term without a more permanent agreement and field improvements in place.
3. Youth sports should continue to be a priority for the city to promote a healthy and active lifestyle early in life.
4. Continue to develop waterfront access and implement proposed improvements at Squire's Landing Park, Rhododendron Park and Log Boom Park for swimming, hand-carry boating, stand up paddle boards, and other water-based activities as a defining feature of Kenmore's park system.

CHAPTER 5

RECOMMENDATIONS

The Demand & Needs Analysis from the previous chapter identifies future needs for parks, recreation, and open space facilities and programs, evaluated through a variety of methods. The plan recommendations are organized in broad topics that correspond to the major themes resulting from the demand and need analysis and that are reflected in the community input received throughout the process. Not all the key findings from the demand and needs analysis are reflected in the recommendations. The recommendations reflect the highest priorities from the key findings and relate to the seven PROS Plan Goals—and their objectives and policies—with each recommendation specifically tied to the goal(s) it relates to.

The seven goals represent the direction that Kenmore strives towards for the park, open space and recreation system:

1. Provide waterfront access.
2. Provide safe routes to park, recreation and open space facilities.
3. Preserve, maintain and enhance built and natural environment to ensure quality recreational opportunities exist.
4. Create a balance of passive and active recreation opportunities in parks.
5. Provide equitable opportunities for diverse and affordable arts and recreation programs and community and cultural events.
6. Engage the community in parks, recreation and open space decisions and activities.
7. Create a financially sustainable parks and recreation system through partnerships and stewardship.

The recommendations reflect opportunities and constraints available in the city, such as topographic limitations, availability of land, and other physical features. Specific implementation strategies (projects) are described within each recommendation. The recommendations and their implementation strategies represent a *fiscally unconstrained* context, so cost limitations are not accounted for or reflected in these recommendations. This project list forms the basis of the Capital Facilities Plan (CFP) described in the Implementation chapter that follows. The recommendations and the implementation strategies collectively meet the future needs of the community at the highest aspirational level to create a complete, quality parks system in Kenmore. The Implementation chapter identifies the project costs and establishes a priority for implementation to reflect a *fiscally unconstrained* list that becomes the basis of the *fiscally constrained* 6-Year Capital Improvement Plan (CIP) and is directly tied to the anticipated funding available within that

timeframe. Also, for each implementation strategy listed under a recommendation, there is a note to reference which projects are new, or which are carried forward from the 2015-2035 CFP.

Recommendation 1: Improve access to parks, recreation and open space facilities.

Improved access to Kenmore's park system has been a priority for the community through a number of surveys and outreach conducted since the previous plan was adopted. Access in relation to this plan means removing the tangible and intangible barriers that currently exist, or are perceived to exist, for all residents to enjoy a quality, safe, and inviting park, recreation and open space system in Kenmore. This includes removing physical barriers, improving ADA access, improving park entries and providing clear views and wayfinding into parks, providing additional parks so that everyone in the city can walk to a park or recreation facility, and providing the types of recreation residents want. Programming examples within this, and in partnership with others, could include walking maps noting safe routes to parks.

The implementation strategies (projects) listed below meet Goals 4 and 5.

New Park Land. (Revised 2015 CFP Project). Acquire and develop property to support new parks, recreation, and open space to provide a recreation opportunity within a 10-minute walk of every resident in the city. Priority should be given in the Moorlands area and the northeast corner of the city where there are gaps in meeting this goal and where new residential growth is anticipated over time. However, other areas and lands should also be considered as funding and opportunity allows. Approximately 30 acres is assumed over the course of the 20-year planning period, primarily as neighborhood or community parks, but could also include linear parks, trails, open space or special use facilities. New parks should include a balance of active and passive uses.

Tolt-Pipeline Phase 2 (2015 CFP Project). Acquire and develop the missing link from 73rd to 80th, includes acquisition, easements or other use agreement and development of an elevated walkway over Swamp Creek Wetland.

Moorlands Park Property Expansion (2015 CFP Project). Acquire and develop property adjacent to Moorlands Park to accommodate future growth and provide a greater diversity of recreation amenities and programming in this part of the city. Includes updating the park's Master Plan to include the new acreage.

Moorlands Neighborhood Trail Connection (New). Acquire and develop a new trail connecting Rhododendron Park to Moorlands Park, preferably separated from roadways as much as possible. The location of this trail has not been defined and will need to be determined at a future date.

Twin Springs Park (2015 CFP Project – Currently in CIP). Includes phased development to provide parking and trailhead elements that would allow the city to open the park to the public (Phase 1). Additional improvements (Phase 2) would provide recreational elements suitable for

the natural context of the park, such as informal play areas, picnicking, educational opportunities, and trails as shown in the adopted Master Plan.

Safe Routes to Parks (New). Dedicate funding to partner and support the city's Public Works Department in the development of safe walking routes to parks and recreation facilities. Costs for this are not included in the CFP at this time.

ADA and Universal Access (New). Dedicate funding on an on-going basis to provide for ADA and other accessibility improvements in parks to move the city towards a park system that provides universal access to all Kenmore residents. This could include physical improvements at parks, recreation and open space facilities, wayfinding improvements within those facilities or city-wide, and / or online resources, programs, and other materials that support understanding, accessibility, and use of the parks system for all residents regardless of age, ethnicity, language, culture, or ability. Costs for this are not included in the CFP at this time.

Recommendation 2: Access to the waterfront

Kenmore is a city uniquely located where the Sammamish River meets Lake Washington. It is a community that identifies itself, in part, through its proximity to water, whether the lake or the river that bisects the city. As such, its residents highly value access to the water, visual and physical, as part of their recreational needs. This is a priority expressed in the community outreach and is reflected in every parks and recreation plan developed since the city's original incorporation. Examples of waterfront access projects include trails along the waterfront, expanding water access and beach areas, overlooks that offer a unique view of the water, or new public access along rivers and Lake Washington. Programming opportunities, in partnership with others, could include kayak or stand-up paddle board summer camps or year-round rentals and fishing events.

The implementation strategies (projects) listed below meet Goals 1 and 2.

WaterWalk Trail (Revised 2015 CFP Project). Acquire and develop land, easements, or other agreements to support the vision for a WaterWalk trail along Kenmore's waterfront connecting Log Boom Park to Squire's Landing Park along Lake Washington and the Sammamish River. This also coincides with the Lake Washington Waterfront Park and the Sammamish River Waterfront Park projects listed below. Approximately 8,400 linear feet is still needed along the waterfront to accommodate the proposed trail corridor. Additional land may be needed to accommodate construction limits for grading, vegetation management, shoreline edge treatments, mitigation opportunities, and other features. This also assumes that a public trail would be required as part of any development agreement for the Lakepointe property so acquisition of property through this area is not included in the CFP. A feasibility study and conceptual site plan is needed as the initial

phase of the project to consider alignment alternatives, trail design standards, constructability, and permitting or mitigation needs.

Lake Washington Waterfront Park (2015 CFP Project). Acquire and develop land, easements, or other agreements to provide additional access to Lake Washington, especially as it may support recreational opportunities along the WaterWalk from Log Boom Park to Squire's Landing Park. This could include visual access and/or physical access. Based on the previous PROS planning process, this assumes up to 10 acres.

Sammamish River Waterfront Park (2015 CFP Project). Acquire and develop land, easements, or other agreements to provide additional access to Sammamish River, especially as it may support recreational opportunities along the WaterWalk from Log Boom Park to Squire's Landing Park. This could include visual access and/or physical access. Based on the previous PROS planning process, this assumes up to 12 acres.

Log Boom Park Waterfront Access (2015 CFP Project, Currently in CIP). Improve and expand the beach area of Log Boom Park, including a hand-carry boat launch and other support facilities, as shown in the adopted Master Plan. A Walkways and Waterways bond levy project is currently underway as part of the 2019-2024 CIP.

Squire's Landing Waterfront Access (2015 CFP Project, Currently in CIP – Phase 2 New). Improve recreational amenities and develop the park per the approved Concept Plan for access to the Sammamish River. Phase 1 is focused on the west side of the park with new water access, trails, open space, educational opportunity, natural play area, picnic areas, and other features. A Walkways and Waterways bond levy project is currently underway as part of the 2019-2024 CIP. Phase 2 proposes to update the existing Concept Plan and develop an extension of the elevated walkway system (WaterWalk) to the east through the park, along with natural area restoration and enhancement.

Rhododendron Park (2015 CFP Project). Complete Phases 2 and 3 of the adopted Master Plan. Phase 2 includes the proposed boat house to support waterfront access and programming- an existing CIP project. Phase 3 would complete the remaining elements of the Master Plan.

Waterfront Programming (New - Programming Only). Support programming and community events along the waterfront and that provide direct access to the water. These include vendor opportunities at waterfront parks, water-related recreation for hand-carry or motorized boating, and other opportunities as may become available within the city. Actively seek and facilitate partnerships for water-related programs, facilities, and use.

Recommendation 3: Support active and healthy lifestyles

An active lifestyle is an important part of healthy living and key to city residents being able to live, work, and play in Kenmore. This starts by educating the community on the value and importance

of a healthy lifestyle and offering a variety of opportunities to stay active no matter one's age, ability or interest. The projects below are centered around more active sports or new facilities, but other projects such as the trails along the WaterWalk or through natural systems and providing for more variety of activities within the parks like sport courts, fitness stations, climbing walls, etc, are also related to this recommendation even though they are listed under other recommendations in this chapter. Programming ideas related to this, provided in partnership with others, could include hosted park walks and fun runs, yoga in the park, weekly fitness classes, and lunchtime health talks.

The implementation strategies (projects) listed below meet Goals 4, 5 and 6.

Aquatic/Community Center Partnership (Revised 2015 CFP Project). Pursue a partnership with neighboring cities and the Northshore School District to explore ways to acquire land and develop a joint aquatic/community/ center as a regional facility. This could include creating a new regional task force or multi-jurisdictional citizen advisory committee; updating the previous aquatic center feasibility study to consider new public/private partnership methods, community center programming, new opportunities, and other possible locations; and funding approaches to the project. Only 25% of the potential total cost is included in the CFP assuming other partners will contribute the remaining funding for acquisition and development.

Linwood Park (2015 CFP Project). Develop and implement a master plan to renovate Linwood Park to improve and expand amenities to improve access to opportunities in this area of the city.

City Hall Park Phase 2 (2015 CFP Project). Develop the north side of the City Hall to provide additional recreation amenities for community gathering for improved recreation and event programs. Includes an updated Master Plan and implementation. Potential improvement ideas include a small community garden, picnic shelter, outdoor stage, seating, public art, as well as more active activities such as table tennis, fitness areas, or similar activities.

Saint Edward State Park Ballfield (2015 CFP – Currently in CIP). Develop a multi-purpose, field at Saint Edward State Park. Based on the previous 2015 Athletic Fields CFP project, this CIP project is in a planning phase right now. The city has requested a lease agreement with State Parks to redevelop the field. An environmental impact statement (EIS) is being prepared in association with the city's requested lease agreement.

Bastyr Field Replacement or Development of Other New Fields (New). Develop a strategy for long-term replacement of the fields at Bastyr University. Initially, this would include extending the lease beyond 2025. However, to ensure the long-term availability of sports fields in the city, additional measures should be considered. A feasibility study and alternatives analysis are needed as the initial phase of the project to consider potential locations, partnerships, and development opportunities in the local and regional context. Acquisition/development of new fields are not included in the line item for this CFP project, but could be included as part of other park land acquisition and development projects.

Programming Support (New - Programming Only). Support recreation programming to ensure access to programs, classes and leagues offered by other organizations and jurisdictions. This

includes dedicating staff to coordinating programming efforts, producing marketing materials and other media releases that indicate where residents can go to find the different programs and events offered throughout the year, and/or providing scholarships for disadvantaged individuals to participate in programs and events who might not otherwise be able to participate. Programming, would continue to be provided primarily by other jurisdictions, agencies or organizations with the city in a supporting role. A separate fund should be considered to be able to respond to new opportunities for recreation programming. Funding for programming support is not currently included in the CFP.

Recommendation 4: Conservation of the built and natural environment

So much of what makes Kenmore unique and draws residents to want to live in the city is centered around the harmony that exists between the built and natural environments, the feeling of a city immersed in nature. Some of this is the proximity to water as noted above, but another major element that draws residents to the city is the abundance of natural areas . . . the streams, wetlands, forests and ravines that weave their way through the community and help define the character of the city. The preservation, restoration, and education of these natural systems is reflected in the projects listed below and provide the passive recreation needed to balance the active elements of this plan. Restoration and maintenance of the built environment is equally important to preserve the recreational value, safety, sustainability, and function of the park system as a whole. Programming opportunities, in partnership with others, could include volunteer planting and clean-up days or guided nature walks.

The implementation strategies (projects) listed below meet Goal 3.

Swamp Creek Natural Areas / Open Space (2015 CFP). Continue to acquire land, easements, or other agreements to protect the natural areas and develop an elevated walkway/nature trail along Swamp Creek, including its associated wetlands, heron rookery and the forested buffers important to support those systems. Approximately 18 acres is assumed for this item based on a general evaluation of available lands and the extent of the natural systems remaining undeveloped along the corridor. An initial Phase 1 is currently underway to purchase about five acres along the Swamp Creek corridor. Future phases would include the purchase of just over 13 acres of land for an elevated walkway nature trail system and protection and/or restoration of the Swamp Creek Wetland.

Restoration of natural areas (New). Provide funding and volunteer coordination efforts to enhance and restore natural systems and open space areas within the park system on an on-going basis, including maintenance needs to support restoration efforts. Identify and cultivate long-term

partnerships and volunteer events to support this effort. Costs for this are not included in the CFP at this time.

Educational opportunities around natural areas (New - Programming Only). Support educational opportunities, provided by other jurisdictions, organizations or agencies, that specifically target natural areas (wetlands, streams, urban forests, etc.). This could include programs, classes, clean-up days, and other services to engage residents in conservation of natural systems. Target opportunities for youth to support long-term stewardship within future generations of Kenmore residents (or beyond). Identify and cultivate partnerships to support this effort.

Operational and Maintenance Needs (New - Operational Only). Identify operational and maintenance costs associated with new capital projects, including long-term replacement, and account for those costs directly in the budgeting process.

Park Facility Major Repairs / Replacement (New). Create an on-going annual CIP project that would fund necessary major repairs and replacement for parks and recreation facilities. This strategy would include park facility repairs, renovation/restoration, and/or regular replacement for safety, functionality, or sustainability needs. Examples of projects of this strategy include: roof replacement on existing park structures, parking lot, access drive or court resurfacing, float/pier/boardwalk repairs, playground equipment upgrades or replacement, the replacement of subsurface soils and drainage improvements for athletic fields, upgrading irrigation systems to incorporate water-conservation technologies. Costs for this are not included in the CFP at this time.

Recommendation 5: Provide for a diverse range of parks, recreation and open space interests and ensure flexibility in the system to respond to changing interests over time.

While providing access to parks and recreation is an important factor in meeting the needs of the community, what happens in those facilities – the physical improvements, activities, and programs within each park – is equally important to creating a quality parks system for Kenmore residents. Improvements within parks should support opportunities for future programs, whether those programs are offered by the city or by others. They should be flexible to accommodate new trends or a shift in the demographics of the community over time, and they should be inclusive of all Kenmore residents. Improvements could include picnic facilities, multi-purpose courts and fields, or facilities to support new emerging sports like gaga ball courts and pickleball. Programming ideas, in partnership with others, could include more community celebrations and events, a diversity day with food trucks from around the world, or other similar events.

The implementation strategies (projects) listed below meet Goals 5 and 6.

Community Events and Gathering (New - Programming Only). Actively engage and support a variety of events to encourage and celebrate diversity in the community. This could occur through

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partnerships with other organizations or recognizing cultural needs and interests in the planning process for new parks and recreation facilities. Transitory, or pilot projects, that allow for greater exploration of potential new trends in recreation facilities or programs could be another way to engage in a greater level of diversity within the park system before committing significant resources to a more permanent installation.

Community Engagement (New - Programming Only). Continue to integrate community involvement in every aspect of developing new parks and recreation facilities to ensure the park system continues to respond to community interests. Look for ways to incorporate placemaking into park projects, bringing a higher level of site-specific and neighborhood context to the development of parks and recreation in the city.

Public Arts and Culture (New). Create programming, community space, events, and/or other methods to celebrate the unique character or identity of Kenmore residents through public art and cultural enhancement of parks and recreation facilities throughout the city. An allowance for public art and culture within all capital projects should be considered but is not separately included in the CFP at this time.

Wallace Swamp Creek Park (2015 CFP). Develop and implement a Master Plan to support habitat enhancement, protection of sensitive areas, nature trails, picnic areas, interpretive education, and other similar passive recreation activities.

Off-Leash Dog Area (2015 CFP Project). Locate and develop a new off-leash dog area in Kenmore. It is assumed that this would occur at an existing park, but it could also be part of a new acquisition. It could be completed by the city or in partnership with another agency or community organization if feasibility and funding allow. This project should be considered when reviewing and updating park master plans. New acquisition for an off-leash dog area is not included in the CFP at this time.

Capacity Improvements at Existing Parks (Revised 2015 CFP Project). Develop and expand recreational opportunities at existing parks to add capacity, increase diversity in the types of amenities offered in the system, improve accessibility, and/or enhance the overall park experience. Amenities could include play areas, off-leash areas, plaza and gathering areas, picnic facilities, benches, sport courts, trails, public art, climbing areas, new sports or recreational uses, and/or any other similar improvements.

CHAPTER 6

IMPLEMENTATION

Kenmore is making incremental progress towards creating a park and recreation system that addresses community needs and conditions. Chapter 6 describes the funding opportunities, financial resources, project costs, priorities for implementation, an existing level of service and an aspirational level of service if all recommendations of the updated PROS Plan are implemented. The implementation plan consists of a series of capital projects that are based on the overall vision and goals for the park system and the key findings in the demand and need analysis as they are reflected in the final recommendations. If implemented, these projects will respond to the needs of the community, meet or exceeds the proposed level of service, and result in a relevant and vibrant park, recreation and open space system well into the future.

Kenmore has made significant progress since the last PROS Plan update was completed in 2013. That plan identified many of the same goals, recommendations, and projects that are still relevant today and it's important to recognize the progress the city has already made. The accomplishments and projects completed, along with the respective timeframe they were completed, are shown below.

2014 – 2016 Accomplishments

- Ownership transferred to the city for the King County Portal Site, now known as Twin Springs Park
- Purchased 0.7 acres adjacent to Squire's Landing Park, enabling the Kenmore Waterfront Activity Center (KWAC) programming to begin
- Built City Hall Jack Crawford Skate Court
- Built Northshore Summit Park
- Installed a boarding float at Log Boom Park and contracted with a concessionaire for renting hand powered watercraft
- Replaced Log Boom Park Pedestrian Bridge connection to the adjacent marina
- Engaged the community through the Imagine Kenmore process to further identify and prioritize parks and recreation needs
- Community passed the Walkways & Waterways Bond Measure
- Play Day at Rhododendron Park began
- Skate Like a Girl Skate Boarding Camp began

- Sky Hawks summer camps at Rhododendron Park began

2017 – 2019 Accomplishments

- Built the Tolt-Pipeline Trail between 68th and 70th Street
- Installed a boardwalk and float at Rhododendron Park
- Built Kenmore Town Square and Hangar Building
- Offered free room rentals for community to help program the Hangar
- Began For the Love of Kenmore Summer Event at the Hangar
- Began Movies @ The Square (Hangar Building Outdoor Plaza)
- Replaced the float at Squire's Landing Park
- Renovated Moorlands Park, including construction of the baseball field
- Developed a Master Plan for Twin Springs Park through a community engagement process
- Began National Skyscraper Day Workshops with LEGO at the Hangar
- Began STEM Fundamentals with LEGO at the Hangar
- Began Preschool Music & Movement Class at the Hangar
- Began Just Get Me Started at the Hangar – all ages art – make and take home - classes
- Offered Boat Cruise Adventures from Log Boom Park

2019 CIP Projects Underway

- Acquisition of 4.85 acres of Swamp Creek Natural Areas / Open Space
- Non-motorized transportation improvements along 68th Street and Juanita Blvd. for a complete north-south connection through the city
- Twin Springs Phase I Trailhead
- Rhododendron Park Boardwalk and Float Mitigation Monitoring and Maintenance
- Rhododendron Park Boathouse
- Squire's Landing Park Replacement Float Mitigation Monitoring and Maintenance
- Squire's Landing Waterfront Access and Natural Area Access Project
- Log Boom Park Waterfront Access and Viewing Project
- St. Edward Ballfield Improvements (SEPA/EIS only)

Funding Strategies and Resources

The city's biennial budget includes a six-year Capital Improvement Program (CIP). The State Growth Management Act also requires that the city adopt a twenty-year Capital Facilities Plan (CFP). Within the CIP, park capital projects and funding sources are identified. Financing capital projects comes from a variety of sources, such as general funds, reserve funds, impact fees, real estate excise tax, grants, private sector support, limited general obligation and general obligation voter approved bonds. While the 6-Year CIP is fiscally constrained matching the funding currently available to the cost of the projects listed, the remaining CFP recommendations are not fiscally constrained and could be funded by a variety of methods as opportunity allows.

The following describes a list of potential funding sources for capital projects and operations.

Grant Programs

The principal public funding sources applicable to parks and recreation development are found in the categories of local, state and federal programs commonly referred to as "Statutory Funding". These may include but are not limited to funding assistance programs administered by the Recreation and Conservation Office (RCO) for the State of Washington, King County Youth Athletic Facilities, King Conservation District, US Army Corps of Engineers, and other agencies including public, private and non-profit organizations. Grants for funding park projects generally require matching city funds to be eligible for grant funding assistance and many of these programs are competitive, with more grant applications than the level of funding available. Grants enable the city to leverage or supplement other funding resources and, in some cases, one grant program may be used to match another grant program, especially if the programs are through different agencies or organizations.

General Fund

The general fund provides the operating capital for day-to-day operations of the city. The primary sources of revenue for this fund are property and sales taxes. The general fund can fund capital projects through interfund transfer.

Reserves

Reserves are accumulated over a period of years for specific projects. Contributions from reserves can be made either from donations, property sales or unspent year-end resources. The City Council designates by resolution the purposes for which reserve contribution or property sales will be

dedicated. General purpose reserves are not available to fund capital projects unless the City Council determines that they be utilized for a specific project. Reserves could potentially be used to fund ongoing major replacement needs for park improvements.

Impact Fees

Impact fees for parks were adopted in 2001 as a source for funding parks capital projects. Impact fees are authorized only for roads, parks, fire protection and schools. These fees can only be collected for system improvements which meet all of the following:

- Reasonably relate to the new development
- Do not exceed a proportionate share of the costs related to the new development
- Are used to reasonably benefit the new development
- Are not for existing level of service deficiencies.

The City of Kenmore's Park Impact Fee calculation and background information is included in Appendix E.

Real Estate Excise Tax (REET)

This is a tax levied on the sale of real property within the city. It is legally restricted for capital purposes, including park acquisition, renovation, and development. The Growth Management Act stipulates that the city must use the REET primarily for projects contained in the Capital Facilities Element of the Comprehensive Plan.

General Obligation Bonds

These bonds are proposed by a County or City Council for acquisition or development. These are voter-approved bonds typically repaid through an annual excess property tax levy. The maturity period of bonds is normally 15 to 20 years and generally corresponds to the expected life of the improvement. For a general obligation bond to pass it must receive at least 60 percent voter approval as well as pass a validation requirement. The validation requirement is for at least 40 percent of the number voting to have also voted in the previous general election.

Limited Term General Obligation Bonds (Councilmanic Bonds) and Levys

General obligation bonds are issued by the City Council without voter approval. Under State law repayment of these bonds must be financed from general revenues since no additional property taxes can be levied to support related debt service payments.

Levy Referendum Proposition 747, the statutory provision limiting the growth of regular property taxes to 1% per year can be waived by referendum approval of a simple (50%) majority of ballots cast. Voters can be asked to approve a resetting of the property tax levy rate that would adjust the amount of revenue the city can generate. The new total revenue that can be generated by resetting the rate would be subject to the same 1.0% limitation, however, and the total amount of revenue and the resulting property tax rate would start to decline again in accordance with the Proposition. The adjusted rate and revenue would finance specific capital improvement, maintenance and/or operations projects.

King County Parks Levy

In August 2019, King County voters approved a measure to renew the property tax levy supporting parks, trails, and open space in King County. The measure will replace the current levy that expires at the end of the year and generate an estimated \$810 million over six years, costing approximately \$7.60 per month for the owner of a home with an assessed property value of \$500,000. The revenue generated by this levy means county-wide investments in parks, trails, recreation, and open space protection for the benefit of all King County residents, no matter where they live.

Revenue Bonds

Revenue bonds encompass a broad category of mechanisms for financing. For the purposes of project development, revenue-bonding procedures may be used based on authorizing statutes or based on leasehold values of land, facilities and operating entities that create a cash flow. Cities also have authority to issue revenue bonds for utility purposes such as water service, sewer service, refuse and storm water drainage. The following are agreements possible through this funding method:

- Land lease/development agreements with private corporations for the development of commercial recreation.
- Land lease/development agreements with public and private entities for the development and operations of special events and entertainment facilities.

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- Concession or operating agreements for promotion and administration of festivals, pageants or cultural events.
- Land lease/development or co-development agreements for development and operations of a sports complex and sports tournament center.
- Land lease/development agreements for community recreation and aquatics center, family health and fitness centers, water slide parks, corporation picnic centers, and other forms of joint development projects.
- Operating and concession agreements for merchandising, food and beverage concessions and other retail sales venues linked to recreation activities.

Conservation Future Funds (CFT)

This tax is based on the Washington State's Current Use Taxation Law passed in 1970 which enabled counties to levy a tax of up to 6.25 cents per \$1,000 of assessed property valuation for the purpose of acquiring various types of open space. King County has levied the full amount authorized by the state and has collected the tax since 1987.

Donations

Gifts and donations from individuals, foundations, and business can also be used to supplement city resources for the improvement of its facilities. Philanthropic contributions from private donors may provide an excellent source of capital and operation funding as well as potential leverage for attaining matching funding.

Park Districts

Park and Recreation District Service Areas (PRSA). Section 36.68 Revised Code of Washington (RCW) provides for the creation of park and recreation service areas, which can consist of all or a portion of a county. PRSAs may include cities within their boundaries, although this is not a requirement. PRSAs may be initiated by passage of a county resolution or by petition. In either case, simple majority approval by voters within the proposed service area is required. If approved by 60% of the voters, PRSAs may issue bonds or enact special levies for the construction and maintenance of recreation facilities. PRSAs are considered to be taxing authorities in their own right, and any debt incurred, following voter approval, does not count against a city or county's debt limit. The statute allows a county to assign operational responsibility for facilities developed by a PRSA to a city through an interlocal agreement.

The closest example of a local PRSA is the Northshore Parks and Recreation Service Area (Northshore PRSA) that encompasses the Northshore School District boundary. The Northshore

PRSA may be used to help fund parks, recreation and open space facilities, but only those that will serve the entire PRSA boundary.

The Northshore Parks and Recreation Service Area was created to locate and develop a regional senior center in the mid-1980's. The Northshore Senior Center is now located in Bothell. The Northshore PRSA was also convened to conduct an aquatic facility needs analysis and location study in June 2008. Planning for a regional aquatic facility was not pursued after completing the aquatic facility study.

Metropolitan Park District. In 2002, the state legislature authorized the establishment of metropolitan park districts as special units of government that may be wholly independent of any involvement with a city, county, or any other local public agency or jurisdiction. Metropolitan Park Districts have their own independent taxing authority as a municipal corporation in the state of Washington. Like a PRSA, metropolitan park districts may provide recreational facilities that are specific to the district's boundaries in return for the district residents' agreement to pay the special development, operation and maintenance costs utilizing special financing devices. A metropolitan park district must be initiated by local government resolution or citizen petition following hearings on feasibility and cost studies of the proposed district's facility development or operation costs. The proposal must ultimately be submitted for voter approval (50%+1) including all provisions relating to any special financing agreements. The boundaries of the park district may coincide with city boundaries. A Board of Commissioners may be elected to oversee the park district, although an existing City Council may take the place of a separate Commission if a District's boundaries are contiguous with the city's boundaries.

User Fees

The fee structure typically preferred by recreation agencies is a system of individual activity fees. This reflects the common desire to offset certain traditional activities free of any fees or charges while allowing the city to defray operating costs and expenses for intensive activities such as league sports.

Additionally, there may be entrance fees for "special use" park facilities and entrance fees, plus activity fees, at other facilities such as sports parks and recreation centers. The actual fee schedule is a function of policy and may be subject to annual review. Adoption of user fee schedules should consider "market values" for recreation services, which have a modifying effect on the amount of user fees charged, and considerations for low-income populations through direct modification of fees or scholarship programs to offset fees. In addition, user fees typically do not offset all public costs for parks and recreation and, thus, should be considered an offset of some recreation program operations and maintenance expenses.

Joint Development / Joint Use Partnerships

Public/private or public/public partnerships designed to leverage each dollar through the added economics of joint development in areas of acquisition, operations and maintenance, infrastructure development, joint use parking/drainage, etc. Examples include commercial recreation, such as miniature golf or standard golf courses, aquatic centers, amusement parks, sports centers, theater or performing arts facilities, arenas and other forms of enterprise tied to recreation services.

While not actually considered joint development, there may be opportunities for maximizing facility value, such as joint use parking from an adjacent public or private facility that will result in reducing the effective cost of the new facility (parking, surface water retention, etc.) An example would be the Bastyr University ballfields where the university owns the land and the city manages the fields.

- 1) Park impact fees
- 2) City revenue
- 3) General obligation bonds related to park facilities
- 4) Surface water management capital facilities revenues related to park facilities
- 5) Grant programs

Park Impact Fees

Once the total adjustments are deducted from the future investment needed for growth as described in the Park Impact Fee Rate Study Report, the proposed impact fee is calculated to equal the amount of revenue needed to maintain the existing level of service. As a result, the projected revenue from the park impact fees through 2035 is \$18,097,227. Extrapolating this out to 2040 at the same rate annually results in a total approximate revenue of \$23,752,610.

City Revenue

- King County Levy \$ 53,335.00
- Real Estate Excise Tax (REET) \$ 180,000.00

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- Donations \$ 2,000.00

If this same level of funding continues, this results in a total contribution of \$4,710,700 by the end of the planning period in 2039.

General Obligation Bonds

The city issued general obligation bonds to pay a portion of capital improvements at three park facilities: Squire's Landing Park, Log Boom Park, and Rhododendron Park. Total bond fund contribution for these facilities is \$8,300,000. New development activity will assume its proportionate share of this bond obligation through payment of property taxes as described further in the Park Impact Fee Rate Study Report.

Surface Water Management (SWM) Capital Facilities Charge

The city recently adopted a Stormwater Capital Facilities Charge (CFC). Funding collected through this resource will be considered for growth related capital projects, including but not limited to parks facilities.

Grant Programs

In addition to the funding sources listed above, it is anticipated that the city will continue to submit for parks and recreation grant funding through a variety of agencies. Up to \$5,000,000 in revenue could be received from various grant resources over the life of this plan.



Capital Facilities Plan

The Capital Facilities Plan below identifies proposed capital projects, acquisition and development of physical facilities within the park system, that correspond to the plan recommendations described previously. These projects have emerged from reviewing the results of the analysis of the community needs through this planning process. Each project is cross-referenced to the parks and recreation goal (or goals) that the project supports.

Figure 20 shows the short-term priorities included in the 6-year Capital Improvement Plan (CIP). This is the fiscally constrained list of projects and is updated annually to reflect the current funding available. The mid-term priorities are shown in Figure 21 and the long-term priorities are shown in Figure 22. The mid-term and long-term projects are not fiscally constrained and represent the aspirational goals for a complete, high quality park system that meets all the needs of the community for the future, however, these projects are not funded. Implementation will be dependent on future funding and as opportunity allows.

The priority of each project between short, mid, or long term and the addition or deletion of projects from this list is also subject to change as new opportunities arise, new partnerships are formed, or new funding becomes available. The cost of each project is included in the figures below, along with the project number and the goal each project supports.

The total cost of the short term, 6-year CIP (2019-2024) list, is \$11,747,000. The current CIP numbers associated with each project are shown in the figure below where applicable. With two new short term projects proposed, the total cost increases to approximately \$12 million to be included in the draft proposed 2020-2025 CIP for park facilities. The mid and long-term projects, when combined with the short-term projects, would result in a total cost of about \$200 million. Costs are based on 2019 dollars and include construction costs, permitting, design, sales tax and other associated planning and development costs. Escalation of costs over time is not included.

Figure 20: Capital Facilities Plan – Short Term (6-Year CIP).

CFP PROJECT NO.	PRIORITY	GOAL	CIP PROJECT NO.	PROJECT DETAIL	DRAFT 2020-2025 CIP Project Costs**
A			ACQUISITION		
A9	Short	3	P 31	Swamp Creek Wetland Acquisition – Phase 1	\$1,700,000*
D			DEVELOPMENT		
D11	Short	4, 5	P 1	Twin Springs Interim Use Plan	\$100,000
D5	Short	1	P 6	Moorlands Park Improvements	\$50,000***
D6	Short	2	P 18, P 18a	Rhododendron Park Boardwalk & Float Mitigation	\$96,000*** \$8,000***
D8	Short	2	P 26	Squire's Landing Replacement Float Mitigation	\$16,000***
D8A	Short	1	P 27	Squire's Landing Waterfront Access Project	\$5,750,000
D4	Short	1	P 28	Log Boom Park Waterfront Access Project	\$2,740,000
D7	Short	1, 6	P 29	Saint Edward State Park Ballfield (SEPA/EIS Only)	\$800,000*
D6A	Short	1, 6	P 30	Rhododendron Park – Phase 2 Boatshed	\$487,000
D9	Short	2, 3	-	Swamp Creek Wetland Trail Access Point (NEW)	\$75,000*
D3	Short	4	-	Linwood Park (Master Plan) (NEW)	\$100,000*
			SUBTOTAL		
					\$11,922,000
R			REPAIR/REPLACEMENT (RENOVATION) PROJECTS		
X	Short	3, 5, 6	-	Park Facility Repair / Replacement	<i>Not Included</i>

* Initial phase only, additional phases and costs are also included in mid or long-term projects.

** List of short-term projects is derived from the most recent CIP adopted by City Council in 2018. Projects and costs shown may be adjusted, added, or deleted annually as needed.

*** Completed projects.

Figure 21: Capital Facilities Plan – Mid-Term (7-12 Years).

PROJECT NO.	PRIORITY	GOAL	PROJECT DETAIL	2019 Total Cost*
A			ACQUISITION	
1	Mid	1, 6	Bastyr Field Replacement (Feasibility Study)	\$ 150,000
5A	Mid	2	Moorlands Trail Acquisition (Rhododendron Park to Moorlands Park; location to be determined)	\$5,000,000
10	Mid	2, 6	Tolt Pipeline – Phase 2 (73rd to 80th)	\$1,230,000
19	Mid	3, 4, 5	New Park land Acquisition	\$5,560,785*
23	Mid	1, 2	WaterWalk Trail Acquisition – Phase 1 (Log Boom to Squire's Landing)	\$ 741,438
D			DEVELOPMENT	
2	Mid	5	City Hall Park – Phase 2	\$ 620,000
3	Mid	4	Linwood Park (Implementation)	\$1,057,770
6B	Mid	5	Rhododendron Park – Phase 3	\$1,040,000
7	Mid	1, 6	Saint Edward State Park Ballfield	\$7,000,000
9	Mid	2, 3	Swamp Creek Wetland Nature Trail	\$1,785,000
10	Mid	2, 6	Tolt Pipeline Trail Phase 2 (73rd to 80th)	\$ 350,000
11A	Mid	4, 5	Twin Springs Park Phase 2 Trails	\$1,716,000
11B	Mid	4, 5	Twin Springs Park Phase 3 (Nature Play, Shelter)	\$1,800,000
12	Mid	3	Wallace Swamp Creek Park (Master Plan, Implement)	\$1,281,500
13	Mid	4, 5	ADA and Universal Access	<i>Not Included</i>
15	Mid	5, 6	Dog Off-Leash Area	\$739,000
16	Mid	5	Existing Park Capacity Improvements (Expansion or New Features)	\$9,750,000*
18	Mid	3	Restoration of natural areas	<i>Not Included</i>
21	Mid	4, 5	Safe Routes to Parks (Partnership with Public Works)	<i>Not Included</i>
23	Mid	1, 2	WaterWalk Trail Development (Feasibility and Implementation)	\$5,000,000*
R			REPAIR/REPLACEMENT (RENOVATION) PROJECTS	
X	Mid	3, 5, 6	Park Facility Repair / Replacement	<i>Not Included</i>

* Initial phase only, additional phases and costs are also included in long-term projects.

Parks, Recreation and Open Space Plan

Figure 22: Capital Facilities Plan – Long Term (13+ Years).

PROJECT NO.	PRIORITY	GOAL	PROJECT DETAIL	2019 Total Cost
A			ACQUISITION	
5	Long	4, 5	Moorlands Park Expansion Acquisition	\$ 741,438
9A	Long	3	Swamp Creek Wetland Acquisition – Phase 2	\$4,655,000
14	Long	6	Aquatic/Community Center Partnership Acquisition (1/4 of Cost)	\$6,250,000
17	Long	1	Lake Washington Waterfront Park Acquisitions	\$7,414,380
19	Long	3, 4, 5	New Park land Acquisition	\$16,682,355
22	Long	1	Sammamish River Waterfront Park Acquisitions	\$8,897,256
D			DEVELOPMENT	
5A	Long	2	Moorlands Trail Development	\$5,000,000
5B	Long	4, 5	Moorlands Park Expansion Development	\$1,650,000
8B	Long	1	Squire's Landing Waterfront Access – Phase 2	\$4,144,800
10	Long	2,6	Tolt Pipeline trail – Phase 2	\$3,402,000
14	Long	6	Aquatic/Community Center Partnership Development (1/4 of Cost)	\$10,625,000
13	Long	4, 5	ADA and Universal Access	<i>Not Included</i>
16	Long	5	Existing Park Capacity Improvements	\$9,750,000
17	Long	1	Lake Washington Waterfront Park Development	\$10,000,000
18	Long	3	Natural Area Restoration	<i>Not Included</i>
19	Long	4, 5	New Park Land Development	\$45,000,000
21	Long	4, 5	Safe Routes to Parks	<i>Not Included</i>
22	Long	1	Sammamish River Waterfront Park Development	\$5,000,000
23	Long	1	WaterWalk Trail Development	\$5,000,000
			SUBTOTAL COMBINED: MID & LONG TERM	\$189,625,160
			TOTAL CFP	\$201,457,160
R			REPAIR/REPLACEMENT (RENOVATION) PROJECTS	
X	Long	3, 5, 6	Park Facility Major Repairs / Replacement	<i>Not Included</i>

Level of Service

Level of service is a way of measuring the quantity and/or quality of the parks system in relation to the number of residents in the city. Level of service can be determined by any of the factors identified in the demand and needs analysis, but it is up to each city to determine what its level of service should be and how it should be measured.

The City of Kenmore has chosen to measure the level of service for parks, recreation and open space facilities in terms of the value of the current parks system per capita as this methodology was used in the Park Impact Fee Rate Study (May 2019). This method accommodates the *quantity* and the *quality* of parks, recreation and open space facilities by including the value of the park land and the facilities built within those parks. The level of service calculation is shown in Figure 23 below and only includes completed city-owned facilities. New facilities or lands that are currently in progress of acquisition or construction, like the 68th / Juanita Blvd. non-motorized trail improvements and the Swamp Creek Open Space Phase 1 acquisition, are not included in this calculation.

The existing level of service, \$3,259 per capita, is the value of the current parks and recreation system divided by the total population of the city. ***In order to maintain at least the same level of improvements as new growth occurs, the proposed level of service must match the same value as the existing condition.*** This means that today, for every Kenmore resident the city has spent \$3,259 (in 2019 dollars) on park, recreation and open space land and facility improvements. This number is derived by dividing the total value of the park system by the total existing population. The total value of the existing parks system is shown in greater detail in Table 1 of the 2019 Parks and Recreation Impact Fee Rate Study Report found in Appendix E. As Kenmore continues to grow, the city will spend at a least the ***same amount per capita*** on future park, recreation, and open space land and facility improvements as exists today to accommodate this new growth. The projected future population in 2040 (30,140) is multiplied by \$3,259 per person to come up with a total value of the future park system if this proposed level of service is maintained over time.

Figure 23: Level of service calculation.

Category	2019 Existing Level of Service (value per capita)	2040 Proposed Level of Service* (value per capita)	2040+ Aspirational Level of Service** (value per capita)
TOTAL value per capita	\$3,259	\$3,259	\$6,702
TOTAL value	\$74.4 million	\$98.2 million	\$202 million

* Assumes at a minimum the same value, quantity and quality, of parks would be provided to accommodate new growth as currently exists for Kenmore residents.

Parks, Recreation and Open Space Plan

*** Assumes all projects (short, mid and long term) listed in the Capital Facilities Plan were completed by 2040, though recognizing many projects would likely extend beyond 2040. Proposed and aspirational calculations are based on 2040 population projection.*

The aspirational level of service shown in the figure below indicates the potential increase in the quantity and quality of parks and recreation facilities in the system if all of the proposed ideas and interests expressed by the community through the public process and identified by the demand and need analysis were completed as they are described in the 2020-2040 Park Capital Facilities Plan. The total value of all potential future projects is divided by projected future population in 2040 (30,140) to equal an aspirational level of service of \$6,702 per person. This aspirational level of service is not intended to indicate any current deficiency in the parks and recreation system but recognizes the long-term vision and potential for new opportunities to provide parks and recreation facilities in the future if additional funding or partnerships were available. Partnerships and acquiring new land as opportunity allows are two strategies that could be used to move the city closer towards these aspirational levels.

The existing and proposed level of service will increase as development projects are completed to keep up with growth in the community. This increase will be reflected as the PROS Plan is updated on a regular basis. The corresponding benchmark for the total park acres resulting from the level of service calculation, based on the assumptions for the projects listed in the Capital Facilities Plan, is shown in Figure 24.

The existing acreage benchmark is developed by dividing the total existing acres of parks, recreation and open space in Kenmore by the current population and multiplying that number by 1,000 resulting in a total of 6.4 acres per 1,000 residents. As with the level of service, ***the proposed benchmark is intended to match the existing level of improvements.*** Therefore, the proposed benchmark for future acres needed is developed by multiplying 6.4 acres times the projected future population (30,140) and then dividing by 1,000. The aspirational benchmark takes all of the proposed acres shown in the Capital Facilities Plan plus the existing acres of parks, recreation and open space, and divides those total acres by the future projected population in 2040 (30,140), then multiplies this number by 1,000 to so the resulting number represents the total acres per 1,000 residents if all of the projects shown in the Capital Facilities Plan were completed by 2040.

Figure 24: Benchmarks resulting from level of service calculation.

Category	2019 Existing Benchmark	2040 Proposed Benchmark*	2040+ Aspirational Benchmark**
TOTAL acres / 1000 residents	6.4	6.4	9.1
TOTAL acres	146 acres	193 acres	273 acres

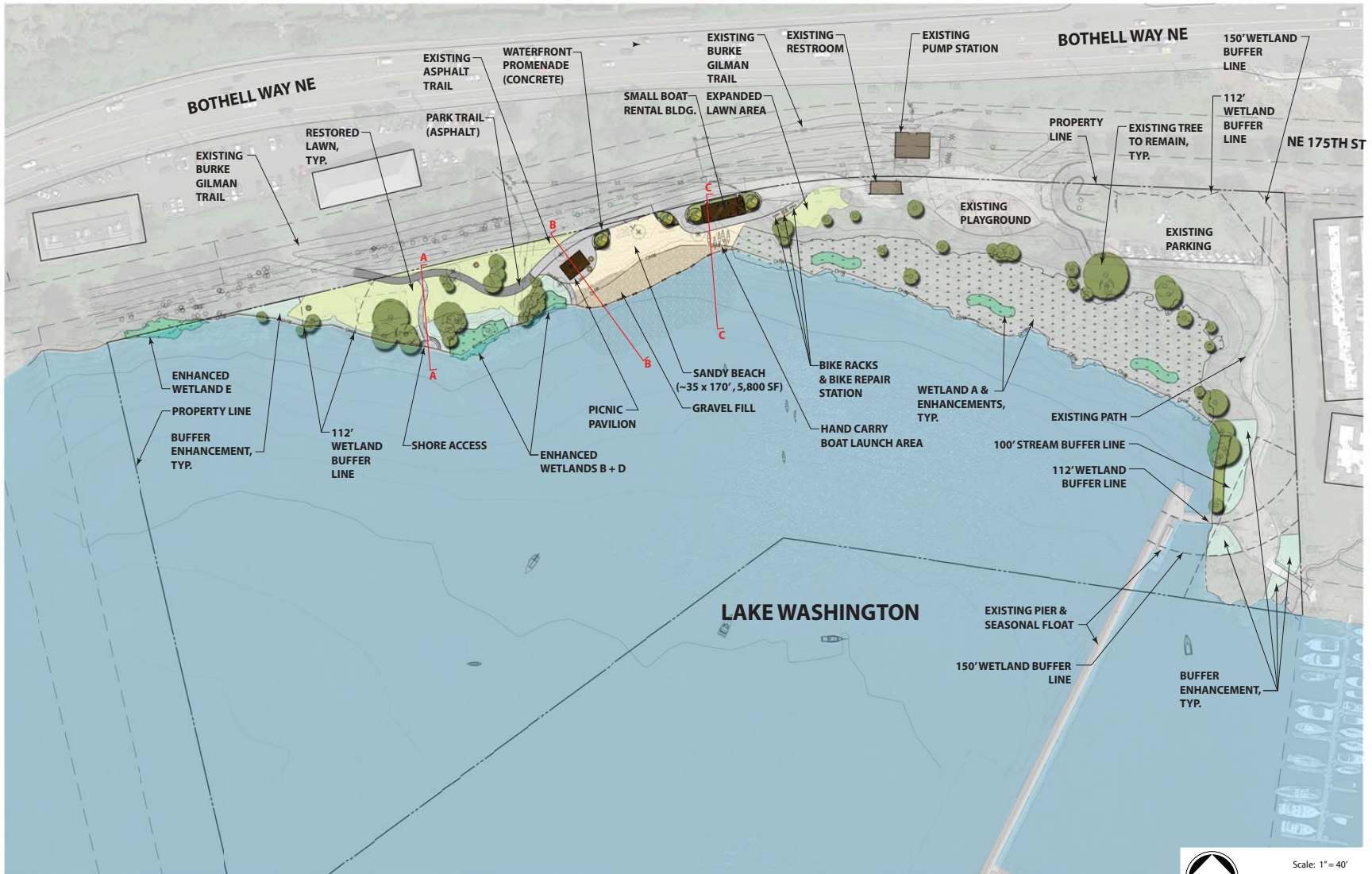
Parks, Recreation and Open Space Plan

**Assumes at a minimum the same value, quantity and quality, of parks would be provided to accommodate new growth as currently exists for Kenmore residents.*

*** Assumes all projects (short, mid and long term) listed in the Capital Facilities Plan were completed by 2040, though recognizing many projects would likely extend beyond 2040. Proposed and aspirational calculations are based on 2040 population projections.*

Appendix A





Log Boom Park

Draft 30% Site Plan

3/22/2018



M
MOTT
MACDONALD

M

CONFLUENCE
ENVIRONMENTAL COMPANY

j.a. brendan
ASSOCIATES PLLC





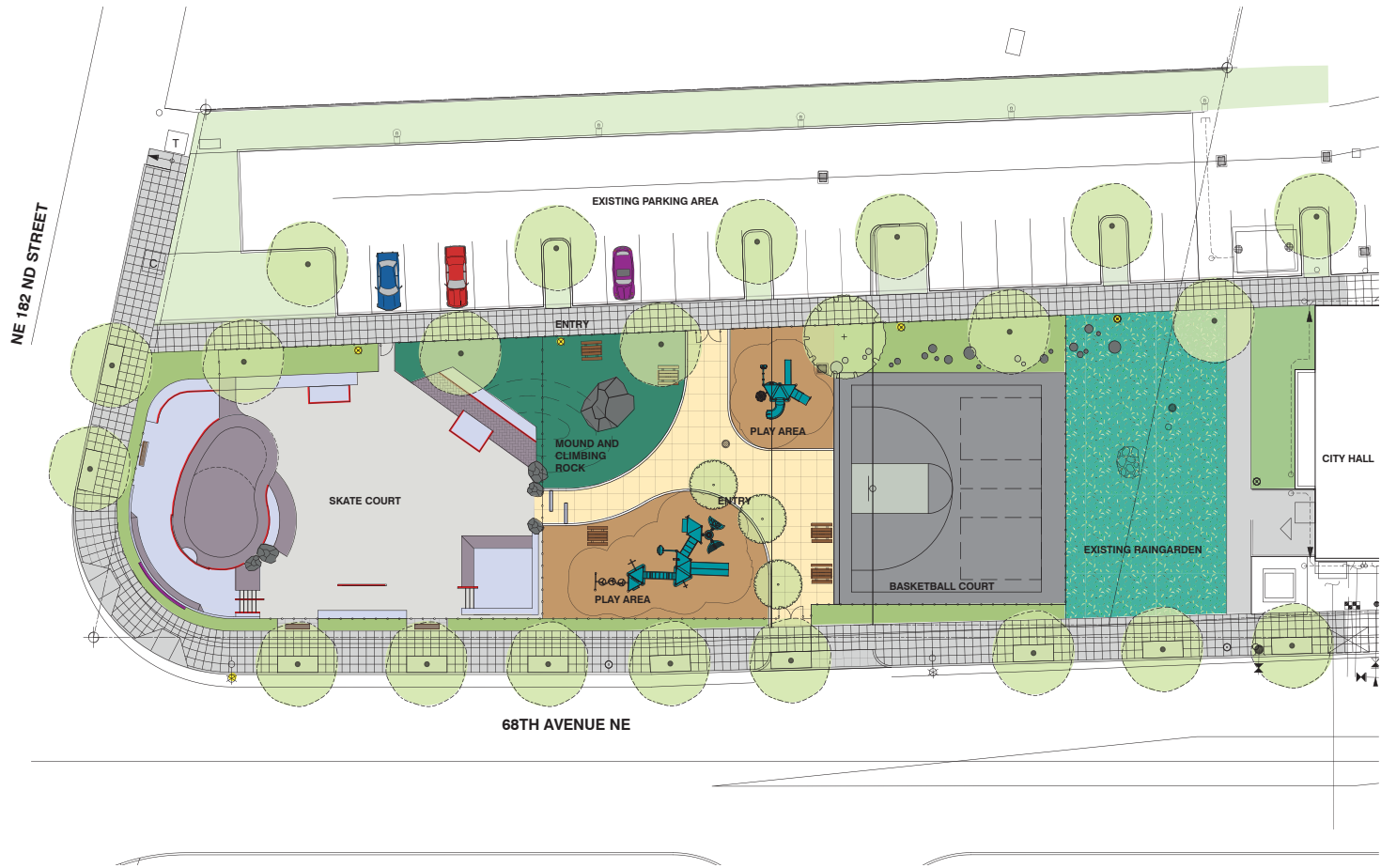


Squire's Landing Park
60% Site Plan



Page 102

10/09/2019 Scale: 1" = 30'
0' 30' 60'



HEWITT



SKATE COURT AND CITY
HALL PARK CONCEPT PLAN



SKATE COURT AND CITY HALL PARK
CITY COUNCIL MEETING - 09.22.2014
CITY OF KENMORE

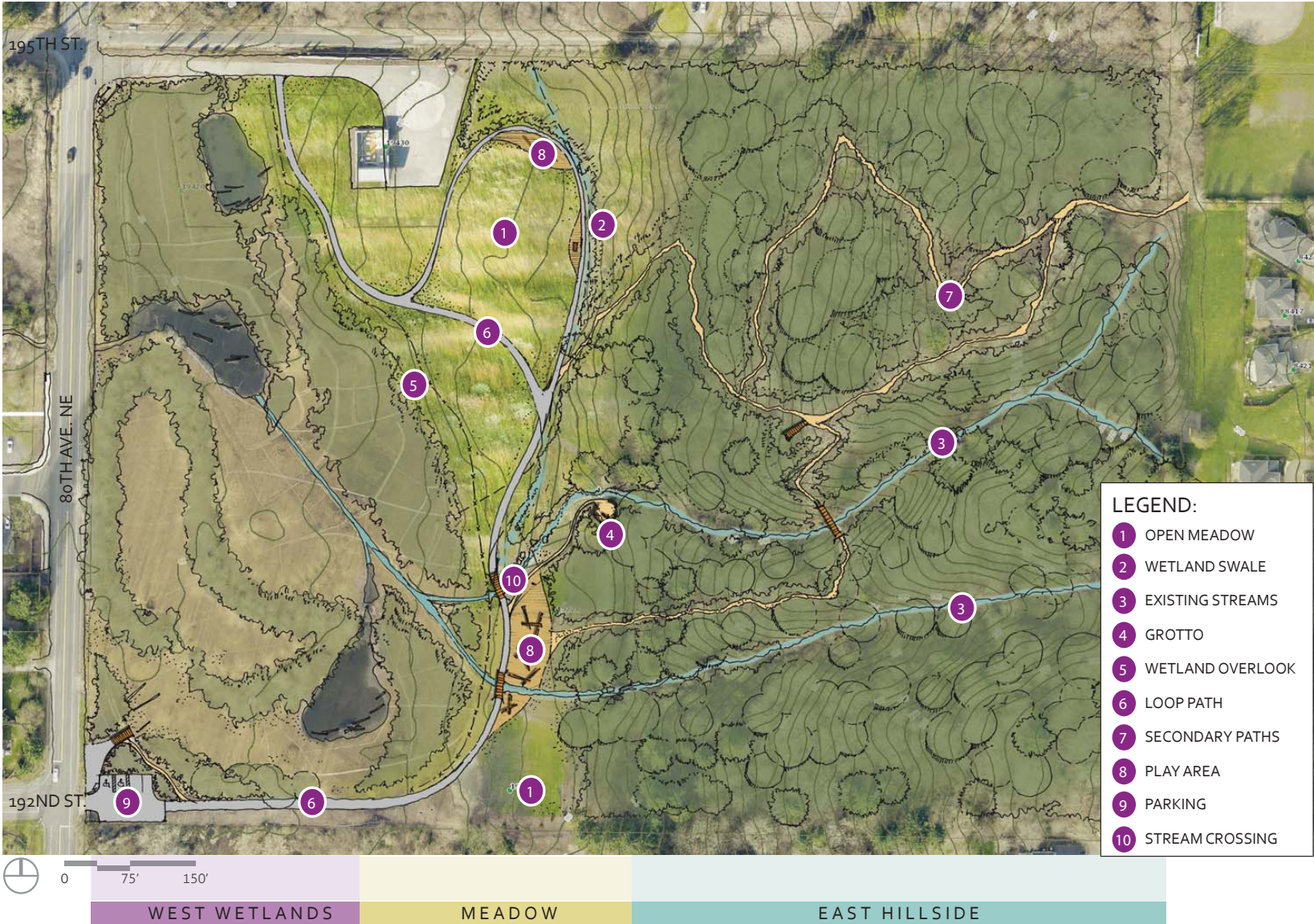


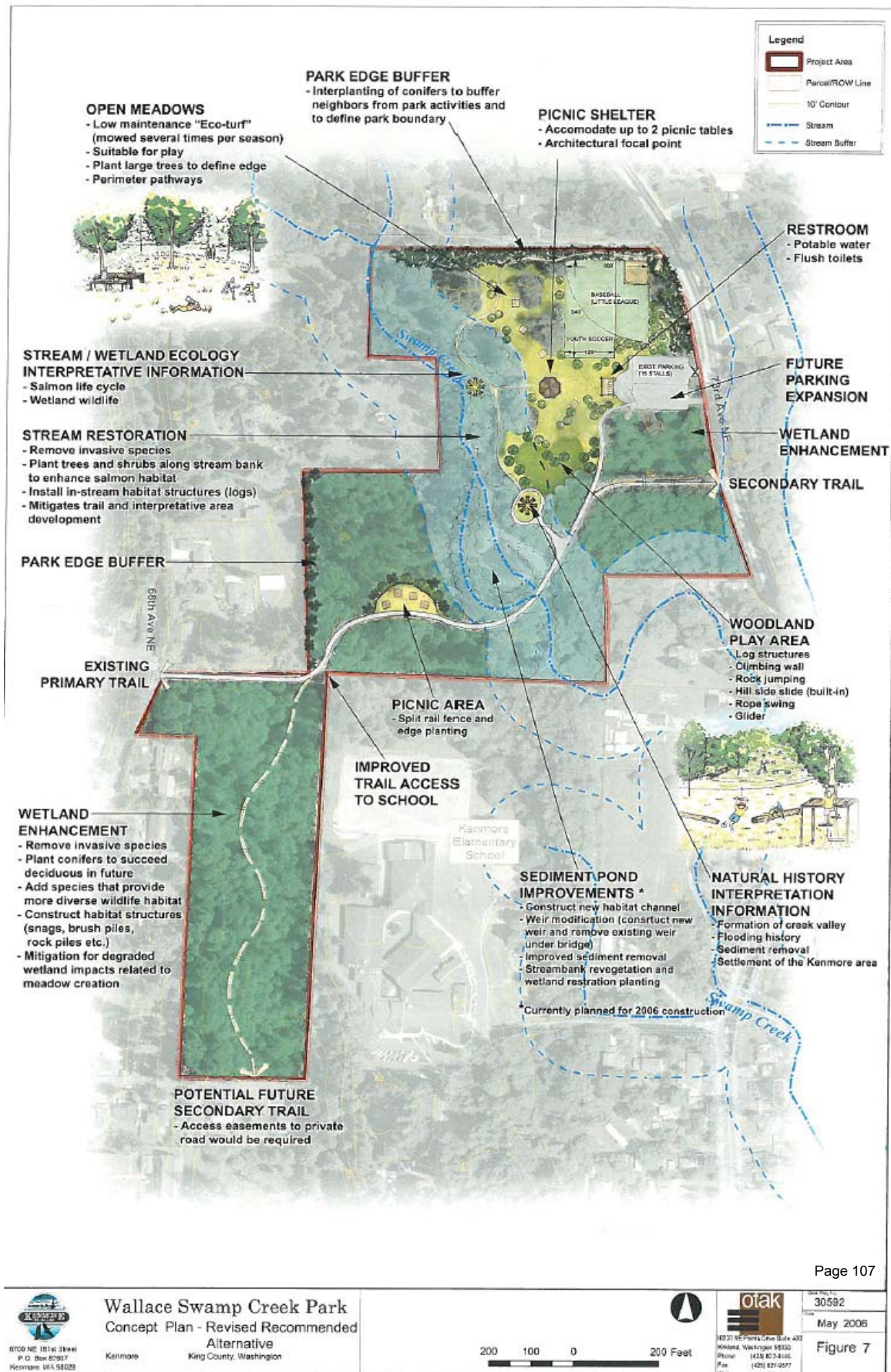


Final Plan
Northshore Summit Park
 City of Kenmore July 2013



TWIN SPRINGS PARK MASTER PLAN





Appendix B City of Kenmore Parks and Recreation Survey

Final Findings Report

...helping organizations make better decisions since 1982

2019

Submitted to the City of Kenmore, Washington

ETC Institute
725 W. Frontier Lane,
Olathe, Kansas
66061

March 2019



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2019 City of Kenmore Parks and Recreation Survey Executive Summary

Overview

ETC Institute administered a Parks and Recreation Survey for the City of Kenmore in the winter of 2019. The City is beginning to update its Parks, Recreation, and Open Space Plan and data collected from the survey will be used to objectively assess leisure and recreation needs in the community. The survey and its results will guide the City of Kenmore in establishing priorities for the future improvement of parks, recreation facilities, programs, and services within the community that best represent residents' needs.

Methodology

ETC Institute mailed a survey packet to a random sample of households in the City of Kenmore. Each survey packet contained a cover letter, a copy of the survey, and a postage-paid return envelope. Residents who received the survey were given the option of returning the survey by mail or completing it online at www.KenmoreParkSurvey.org.

Ten days after the surveys were mailed, ETC Institute sent emails and placed phone calls to the households that received the survey to encourage participation. The emails contained a link to the online version of the survey to make it easy for residents to complete. To prevent people who were not residents of the City of Kenmore from participating, everyone who completed the survey online was required to enter their home address prior to submitting the survey. ETC Institute then matched the addresses that were entered online with the addresses that were originally selected for the random sample. If the address from a survey completed online did not match one of the addresses selected for the sample, the online survey was not counted.

The goal was to obtain completed surveys from at least 400 residents. The goal was exceeded with a total of 578 residents completing the survey. The overall results for the sample of 578 households have a precision of at least +/-4.02% at the 95% level of confidence.

This report contains the following:

- Charts showing the overall results of the survey (Section 1)
- Priority Investment Rating (PIR) that identifies priorities for facilities and programs (Section 2)
- Benchmarking analysis comparing the City's results to national results (Section 3)
- Tabular data showing the overall results for all questions on the survey (Section 4)
- A copy of the survey instrument (Section 5)

The major findings of the survey are summarized on the following pages.

Overall Use and Ratings of Park and Recreation Facilities

Facility Use. Ninety-three percent (93%) of respondent households indicated they have visited City Parks and Recreation facilities in the past 12-months. The most frequently used Parks and Recreation facilities, as indicated by responding households, were: Log Boom Park (61%), Rhododendron Park (49%), and Town Square/Hangar Building (38%). Five percent (5%) of respondent households visit City Park and Recreation facilities “daily,” 29% of respondent households visit City Park and Recreation facilities “weekly,” 34% of respondent households visit City Park and Recreation facilities “monthly,” and 21% of respondent households visit City Park and Recreation facilities “quarterly.”

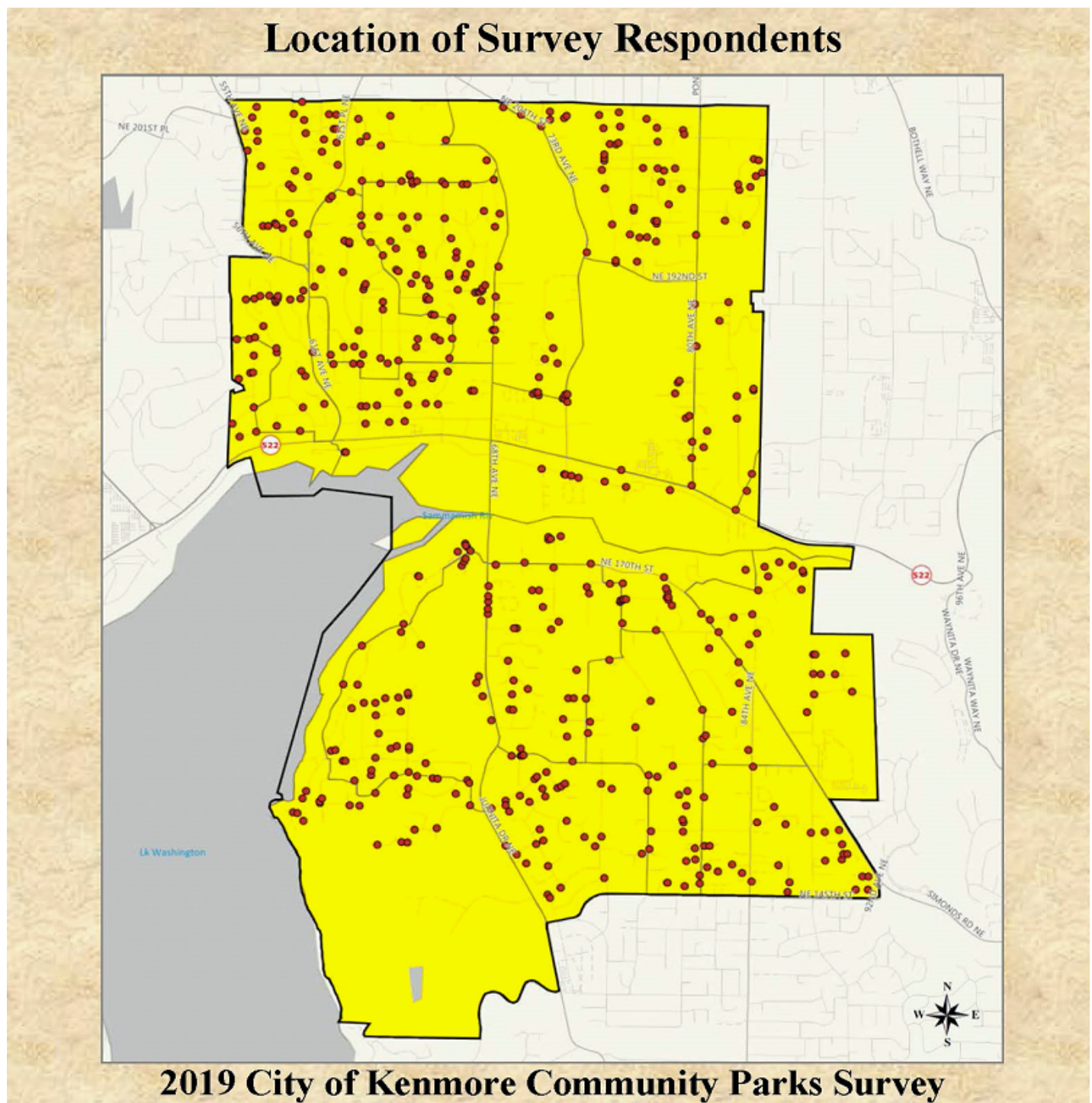
The top two facilities most regularly visited by respondent households, that are operated by non-City providers, were: Burke Gilman Trail (75%) and St. Edward State Park (74%).

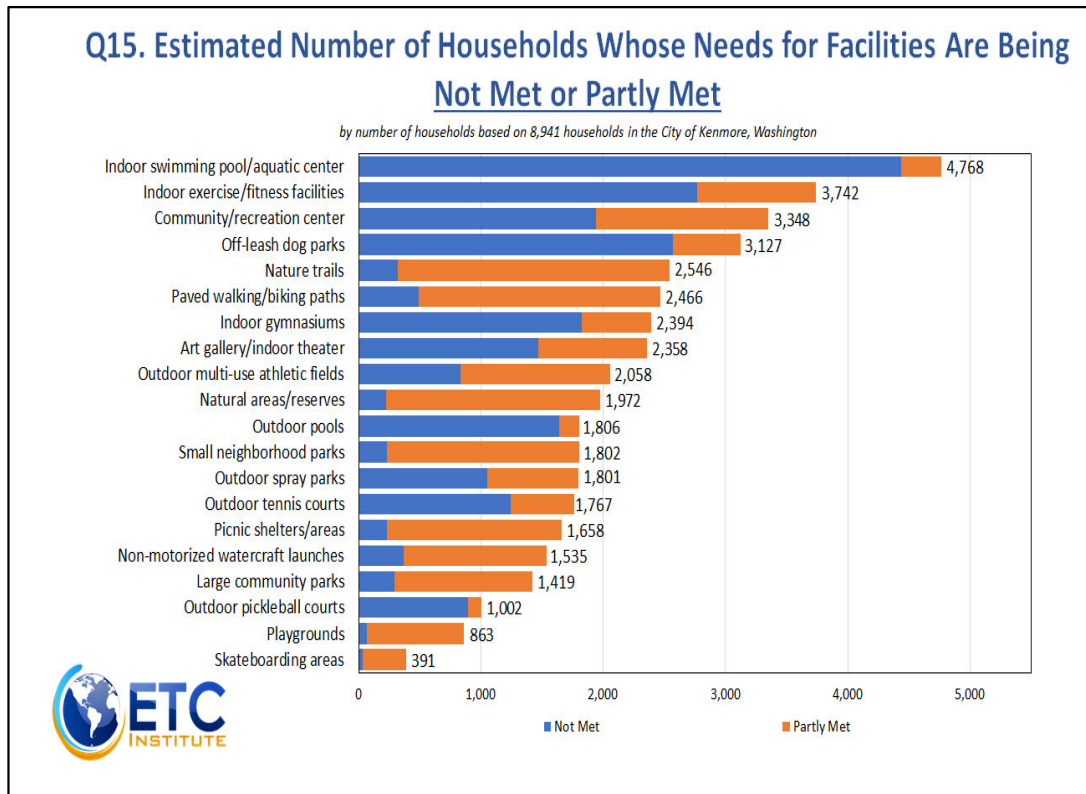
Ratings. Thirty-percent (30%) of respondent households rated the physical condition of City Parks and Recreation facilities as “excellent,” 62% of respondents rated the physical condition of City Parks and Recreation facilities as “good,” 8% of respondent households rated the physical condition of City Parks and Recreation facilities as “fair,” and less than one-percent (0.4%) of respondent households rated the condition of Parks and Recreation facilities as “poor.”

Facility Needs and Priorities

Facility Needs: Respondents were asked to identify if their household had a need for 20 recreation facilities and amenities and rate how well their needs for each were currently being met. Based on this analysis, ETC Institute was able to estimate the number of households in the community that had the greatest “unmet” need for various facilities.

The top four recreation facilities with the highest percentage of households that indicated a need for the facility were: nature trails (72%), paved walking/biking paths (68%), natural areas/reserves (65%), and indoor swimming pool/aquatic center (57%). ETC Institute estimates a total of 6,446 households out of the 8,941 households in the City of Kenmore have a need for natural trails, an estimated total of 6,044 households out of the 8,941 households in the City of Kenmore have a need for paved walking/biking trails, and an estimated total of 5,767 households out of the 8,941 households in the City of Kenmore have a need for natural areas/reserves. ETC Institute estimated a total of 4,768 households out of the 8,941 households in the City of Kenmore have unmet needs for an indoor swimming pool/aquatic center, an estimated total of 3,742 households out of the 8,941 households in the City of Kenmore have unmet needs for indoor exercise/fitness facilities, and an estimated total of 3,348 households out of the 8,941 households in the City of Kenmore have unmet needs for a community/recreation center. The estimated number of households that have unmet needs for each of the 20 facilities that were assessed is shown in the table at the top of the following page.

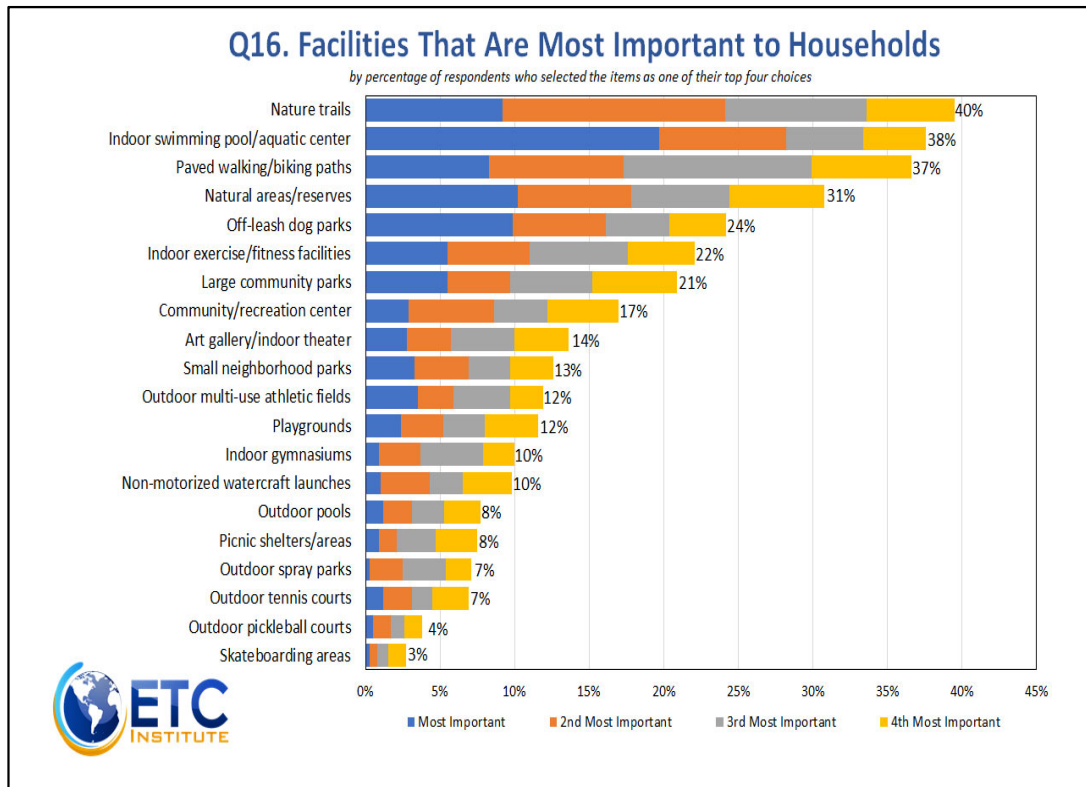




Facility Importance: In addition to assessing the needs for each facility, ETC Institute also assessed the importance that residents placed on each facility. Based on the sum of respondents' top four choices, the four most important facilities to residents were:

1. nature trails (40%),
2. indoor swimming pool/aquatic center (38%),
3. paved walking/biking paths (37%), and
4. natural areas/reserves (31%).

The percentage of residents who selected each facility as one of their top four choices is shown in the chart at the top of the following page.

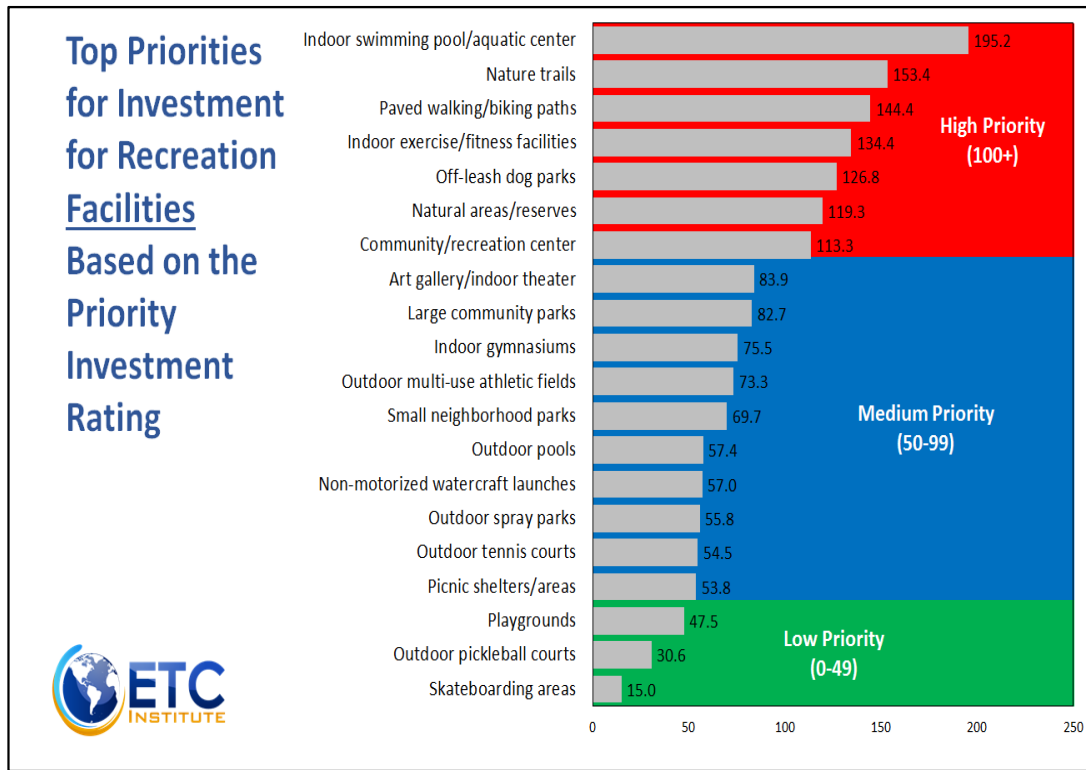


Priorities for Facility Investments. The **Priority Investment Rating (PIR)** was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on Parks and Recreation investments. The **Priority Investment Rating (PIR)** equally weights (1) the importance that residents place on facilities and (2) how many residents have unmet needs for the facility. [Details regarding the methodology for this analysis are provided in Section 2 of this report.]

Based the **Priority Investment Rating (PIR)**, the following seven facilities were rated as high priorities for investment:

- Indoor swimming pool/aquatic center (PIR=195.2)
- Nature trails (PIR=153.4)
- Paved walking/biking paths (PIR=144.4)
- Indoor exercise/fitness facilities (PIR=134.4)
- Off-leash dog parks (PIR=126.8)
- Natural areas/reserves (PIR=119.3)
- Community/recreation center (PIR=113.3)

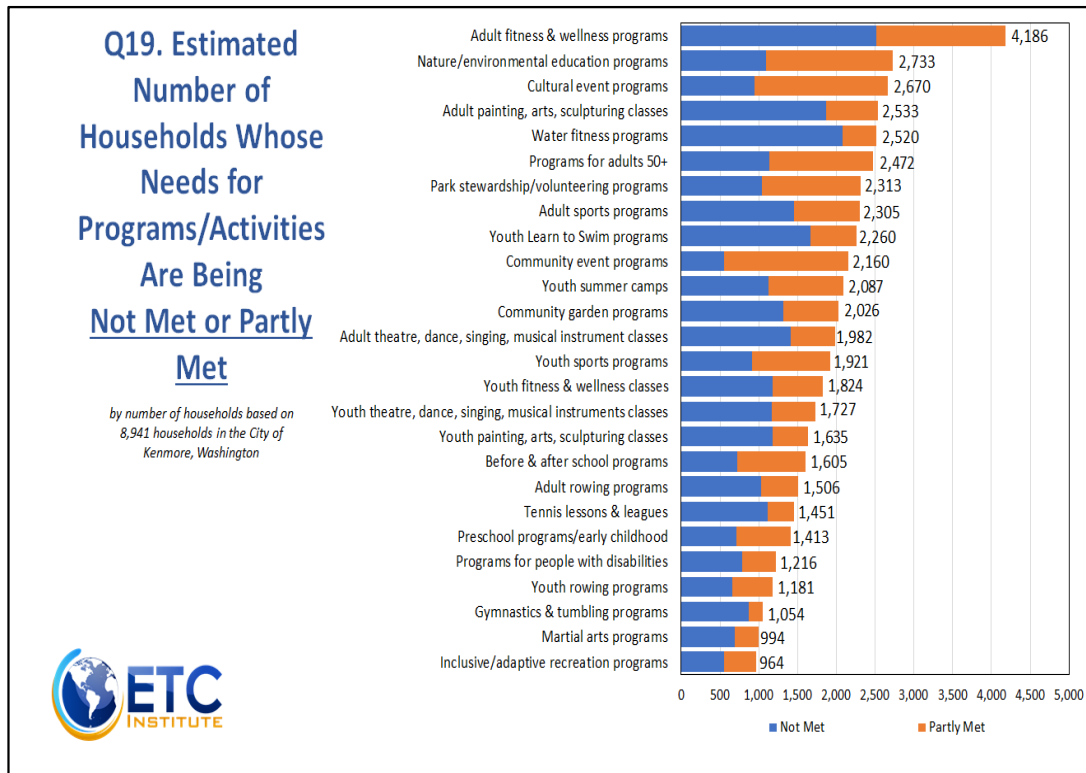
The chart at the top of the following page shows the **Priority Investment Rating (PIR)** for each of the 20 facilities that were assessed on the survey.



Program/Activity Needs and Priorities

Program/Activity Needs. Respondents were also asked to identify if their household had a need for 26 recreational programs/activities and rate how well their needs for each program were currently being met. Based on this analysis, ETC Institute was able to estimate the number of households in the community that had “unmet” needs for each program.

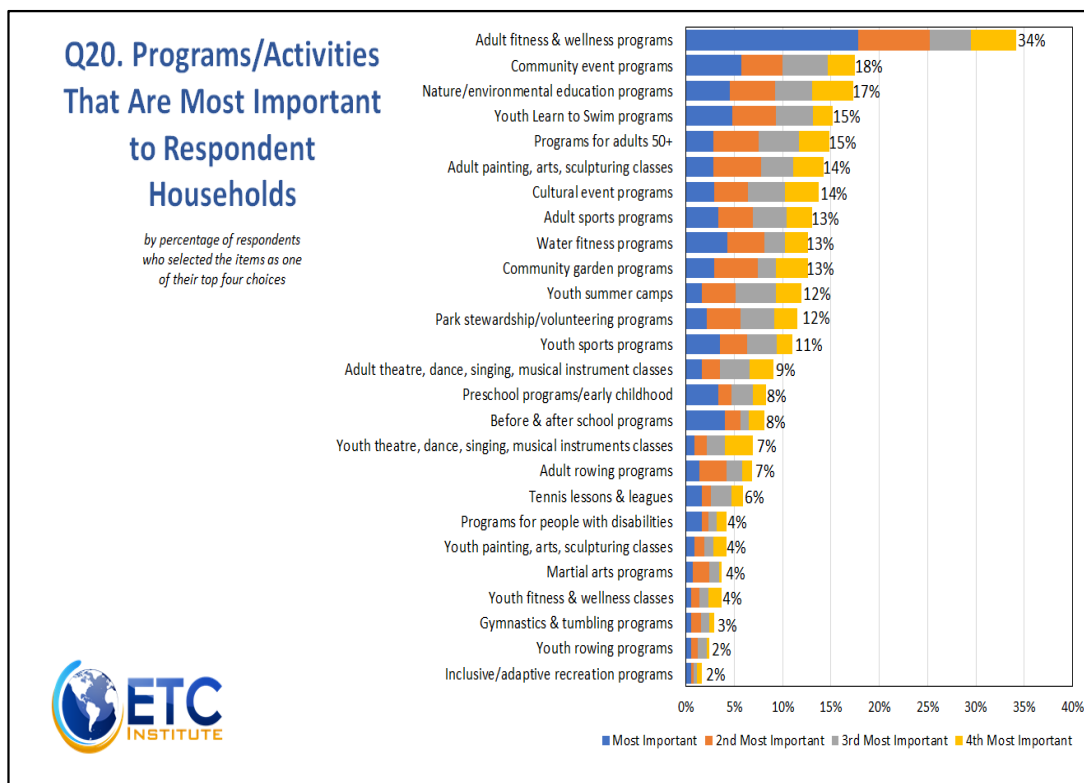
The four programs/activities with the highest percentage of households that had needs were: adult fitness and wellness programs (54%), community event programs (41%), cultural event programs (37%), and nature/environmental education programs (36%). ETC Institute estimates a total of 4,783 households out of the 8,941 households in the City of Kenmore have a need for adult fitness and wellness programs, an estimated total of 3,693 households out of the 8,941 households in the City of Kenmore have a need for community event programs, and an estimated total of 3,263 households out of the 8,941 households in the City of Kenmore have a need for cultural event programs. ETC Institute estimates a total of 4,186 households out of the 8,941 households in the City of Kenmore have unmet needs for adult fitness and wellness programs, an estimated total of 2,733 households out of the 8,941 households in the City of Kenmore have unmet needs for nature/environmental education programs, and an estimated total of 2,670 households out of the 8,941 households in the City of Kenmore have unmet needs for cultural event programs. The estimated number of households that have unmet needs for each of the 26 programs/activities that were assessed is shown in the chart at the top of the following page.



Program/Activity Importance. In addition to assessing the needs for each program, ETC Institute also assessed the importance that residents placed on each program. Based on the sum of respondents' top four choices, the five most important programs to residents were:

1. adult fitness and wellness programs (34%),
2. community event programs (18%),
3. nature/environmental education programs (17%),
4. Youth Learn to Swim programs (15%), and
5. Programs for adults 50+ (15%).

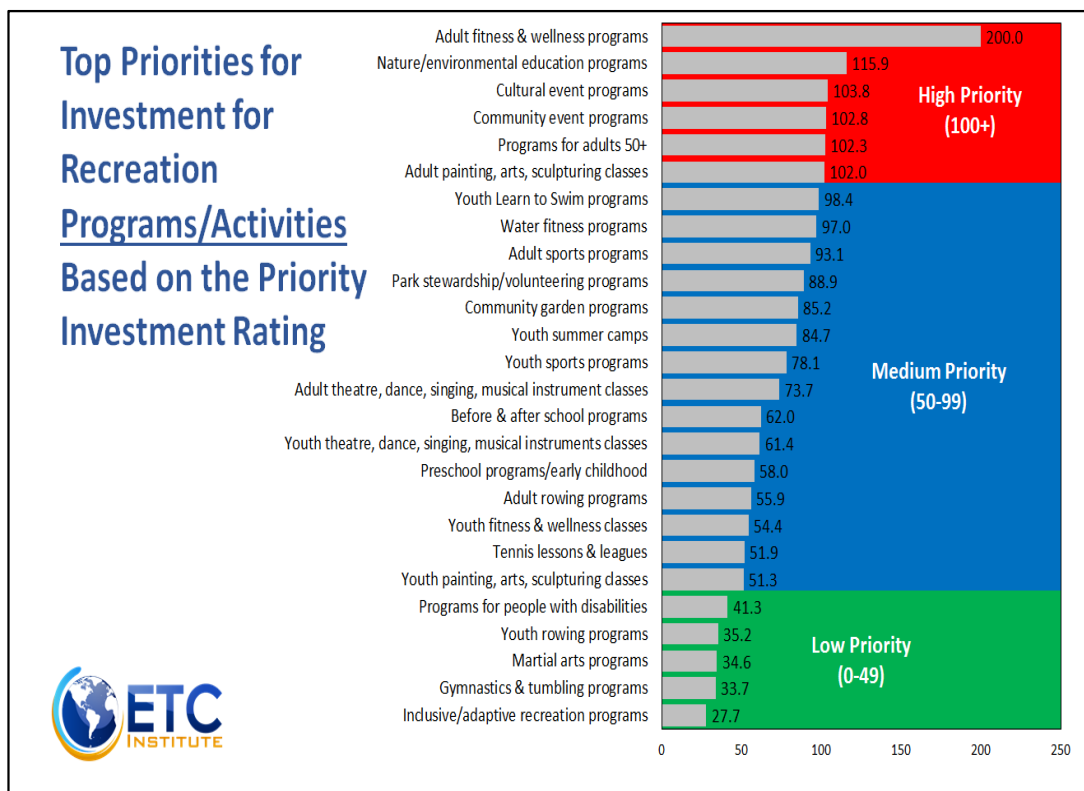
The percentage of residents who selected each program/activity as one of their top four choices is shown in the table at the top of the following page.



Priorities for Program/Activity Investments. Based on the **Priority Investment Rating (PIR)**, which was described briefly on Page iv of this Executive Summary and is described in more detail in Section 2 of this report, the following six programs/activities were rated as “high priorities” for investment:

- Adult fitness and wellness programs (PIR=200)
- Nature/environmental education programs (PIR=115.9)
- Cultural event programs (PIR=103.8)
- Community event programs (PIR=102.8)
- Programs for adults 50+ (PIR=102.3)
- Adult painting, arts, sculpturing classes (PIR=102.0)

The chart at the top of the following page shows the **Priority Investment Rating (PIR)** for each of the 26 programs that were rated.



Improving and Expanding Parks and Recreation Facilities

Respondents were asked to rate their level of support for 18 potential actions the City of Kenmore could take in the future to improve and expand parks and recreation facilities in the City. The actions that received the highest levels of support, based upon the combined percentage of “very supportive” and “somewhat supportive” responses among respondents, were: acquiring shoreline for water/beach access (87%), developing multi-purpose paths/trails in parks (85%), developing multi-purpose trails connecting to parks (85%), acquiring properties to preserve natural open space and wildlife habitats (84%), and upgrading nature trails (84%). Developing skateboarding areas (28%) was the potential action that received the lowest levels of support.

Respondents were then asked to indicate which three of the potential actions are most important to their household. Based on the sum of respondents’ top three choices acquiring shoreline for water/beach access (39%), developing a new regional indoor community aquatic center (29%), and acquiring properties to preserve natural open space and wildlife habitats (25%) were the most important potential actions that are most important to households.

Additional Findings

- Most of respondents (95%) are aware of Log Boom Park and 94% of respondents are aware of Rhododendron Park.
- Sixty-nine percent (69%) of respondents' access City Parks and Recreation facilities by driving, 57% of respondent households access City Parks and Recreation facilities by walking, 17% of respondents access City Parks and Recreation facilities by biking, and 1% of respondent households ride the bus to access City Parks and Recreation facilities.
- Fifty-six percent (56%) of respondents indicated they currently get information about recreational, cultural, and community event programs in the City of Kenmore from friends and family/word of mouth, 46% use the City of Kenmore's printed newsletter, and 36% use the Bothell-Kenmore Reporter newspaper. The radio (4%) was the least used method of communication.
- Restrooms (73%), walking paths (67%), and parking (55%) were the most important park features to respondents and their households. Based on the sum of respondents' top three choices walking paths (47%), restrooms (45%), and parking (29%) are the three most important features to be added to or improved in the City of Kenmore.
- State parks (60%), King County Parks (55%), Cities of Bothell, Kirkland, Woodinville, and Lake Forest Park (53%), and the City of Kenmore (52%) are the organizations most used by households for parks, recreation, and cultural programs and facilities.
- Seventy-four percent (74%) of respondent households gave recreation opportunities in the City a rating between 6 to 8, on a 10-point scale (1 being "no opportunities" and 10 being "extensive opportunities").
- Seventy percent (70%) of respondent households gave the quality of recreation programs/classes in the City a rating between 6 to 8, on a 10-point scale (1 being "lowest quality" and 10 being "highest quality").
- Sixty-eight percent (68%) of respondent households gave the opportunity to attend community event(s) in the City a rating between 6 to 8, on a 10-point scale (1 being "no opportunities" and 10 being "extensive opportunities").
- Fifty-three percent (53%) of respondents indicated they or members of their household has attended community event(s) in the past 12-months. The most attended community events in the past 12 months include: Kenmore Fourth of July Fireworks (59%), Kenmore Summer Concert Series (57%), and Tree Lighting Festival and Holiday Market (30%).

Conclusions

The survey data suggests the City of Kenmore is currently meeting or exceeding most of the parks and recreation needs of residents in the community. Respondents are extremely satisfied with the physical condition of the parks and recreation facilities they visit (92% gave "excellent" or "good" ratings), there are high usage rates of the City's facilities and parks, and most respondents

(79%) are satisfied with the number of City-owned parks and recreation facilities available to their household. More than half (54%) of respondents indicated they are either “very satisfied” or “satisfied” with the overall value their household receives from the City of Kenmore for parks, recreation, and community events and respondents are satisfied with the progress the City is making in improving and investing in parks and recreation facilities.

To ensure the City of Kenmore continues to meet the needs and expectations of the community, ETC Institute suggests the Parks and Recreation Department sustain and/or improve the performance in areas that were identified as “high priorities” by the **Priority Investment Rating (PIR)**. In addition to focusing on the “high priority” areas identified by the Priority Investment Ratings, City leaders should take note of the overwhelming support for and importance of shoreline water/beach access. Acquiring shoreline for water/beach access received the highest levels of support from respondents and was also found to be the most important potential improvement to households. The facilities and programs/activities with the highest PIR ratings are listed below.

Facility Priorities

- Indoor swimming pool/aquatic center (PIR=195.2)
- Nature trails (PIR=153.4)
- Paved walking/biking paths (PIR=144.4)
- Indoor exercise/fitness facilities (PIR=134.4)
- Off-leash dog parks (PIR=126.8)
- Natural areas/reserves (PIR=119.3)
- Community/recreation center (PIR=113.3)

Program/Activity Priorities

- Adult fitness and wellness programs (PIR=200)
- Nature/environmental education programs (PIR=115.9)
- Cultural event programs (PIR=103.8)
- Community event programs (PIR=102.8)
- Programs for adults 50+ (PIR=102.3)
- Adult painting, arts, sculpturing classes (PIR=102.0)

Section 1

Charts and Graphs

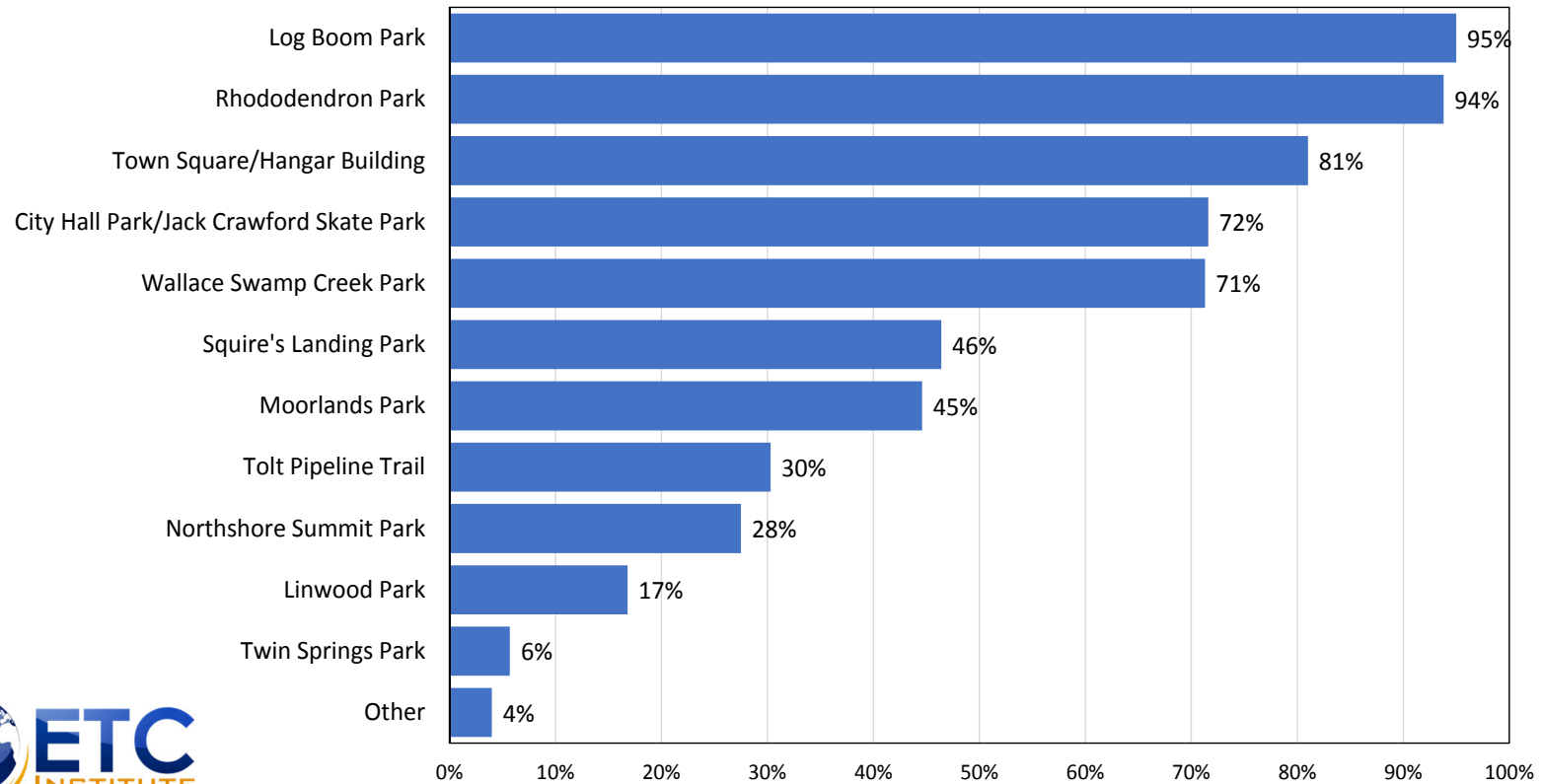
2019 City of Kenmore Parks and Recreation Survey Charts and Graphs of Overall Results



...helping organizations make better decisions since 1982

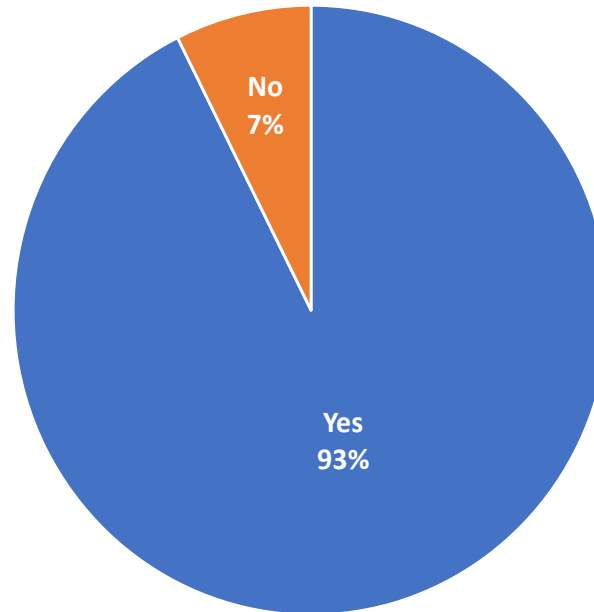
Q1. From the following list, please CHECK ALL the City of Kenmore parks or recreation facilities that you are aware of.

by percentage of respondents (multiple choices could be chosen)



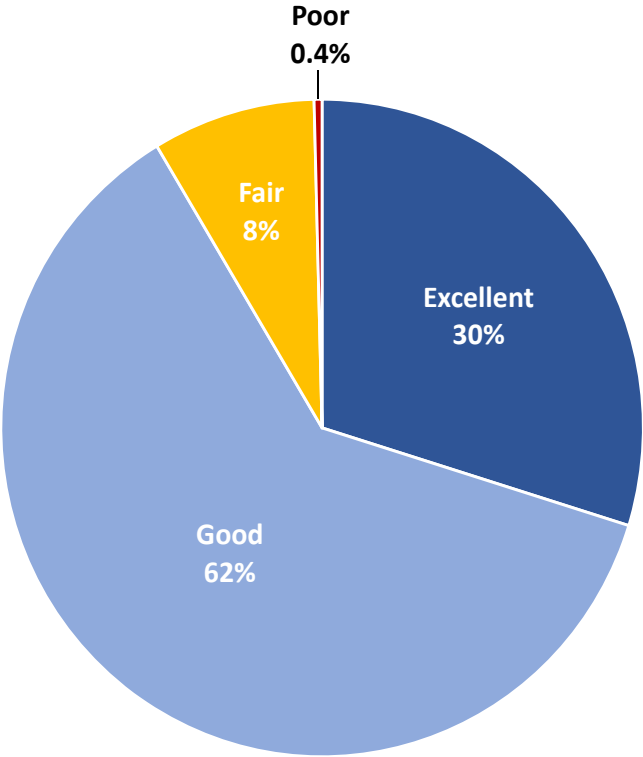
Q2. In the past 12 months, have you or any member of your household visited any of the City of Kenmore parks and recreation facilities listed in Question 1?

by percentage of respondents



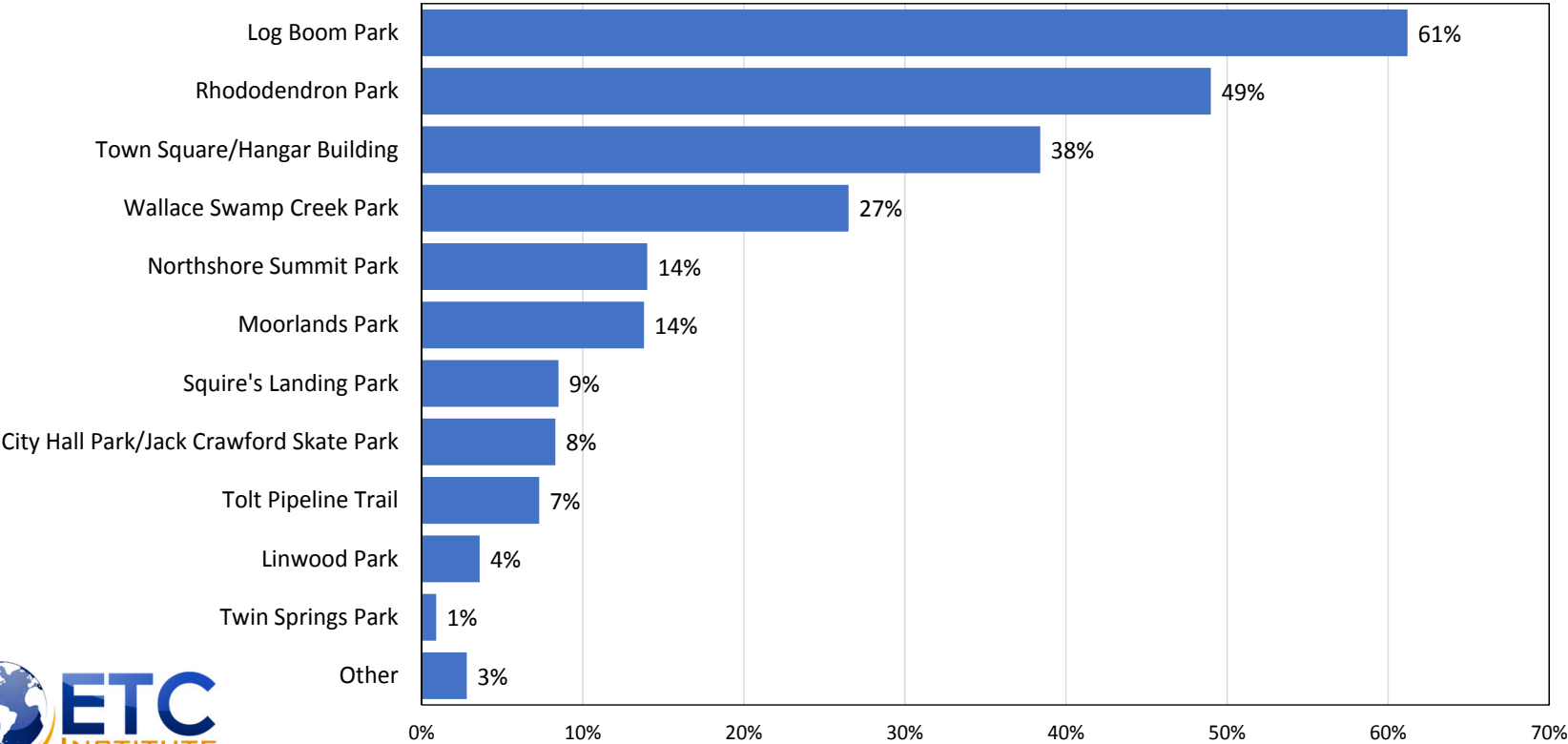
Q2a. Overall, how would you rate the physical condition of ALL the City of Kenmore parks and recreation facilities you have visited?

by percentage of respondents who have visited facilities in the past 12-months



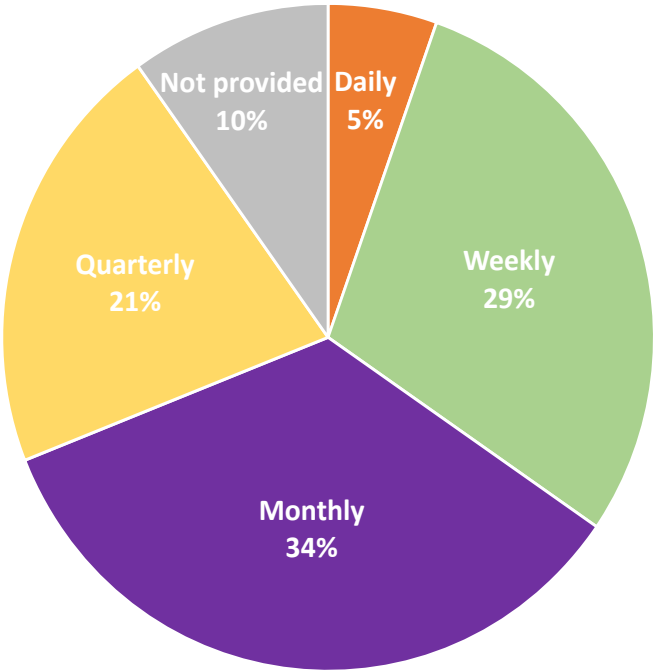
Q3. From the following list, please CHECK ALL the City of Kenmore parks or recreation facilities you visit regularly.

by percentage of respondents (multiple choices could be chosen)



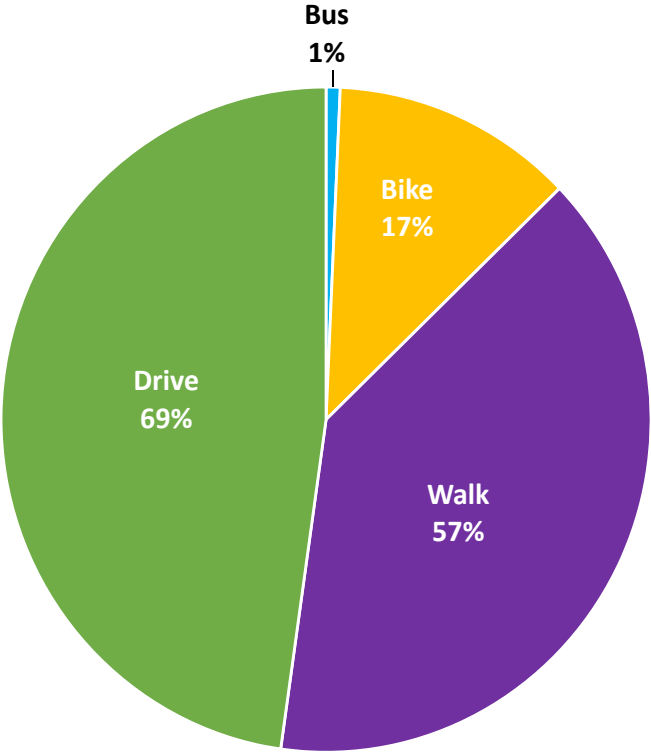
Q3a. How often do you visit the City of Kenmore park and recreation facilities you checked in Question 3?

by percentage of respondents



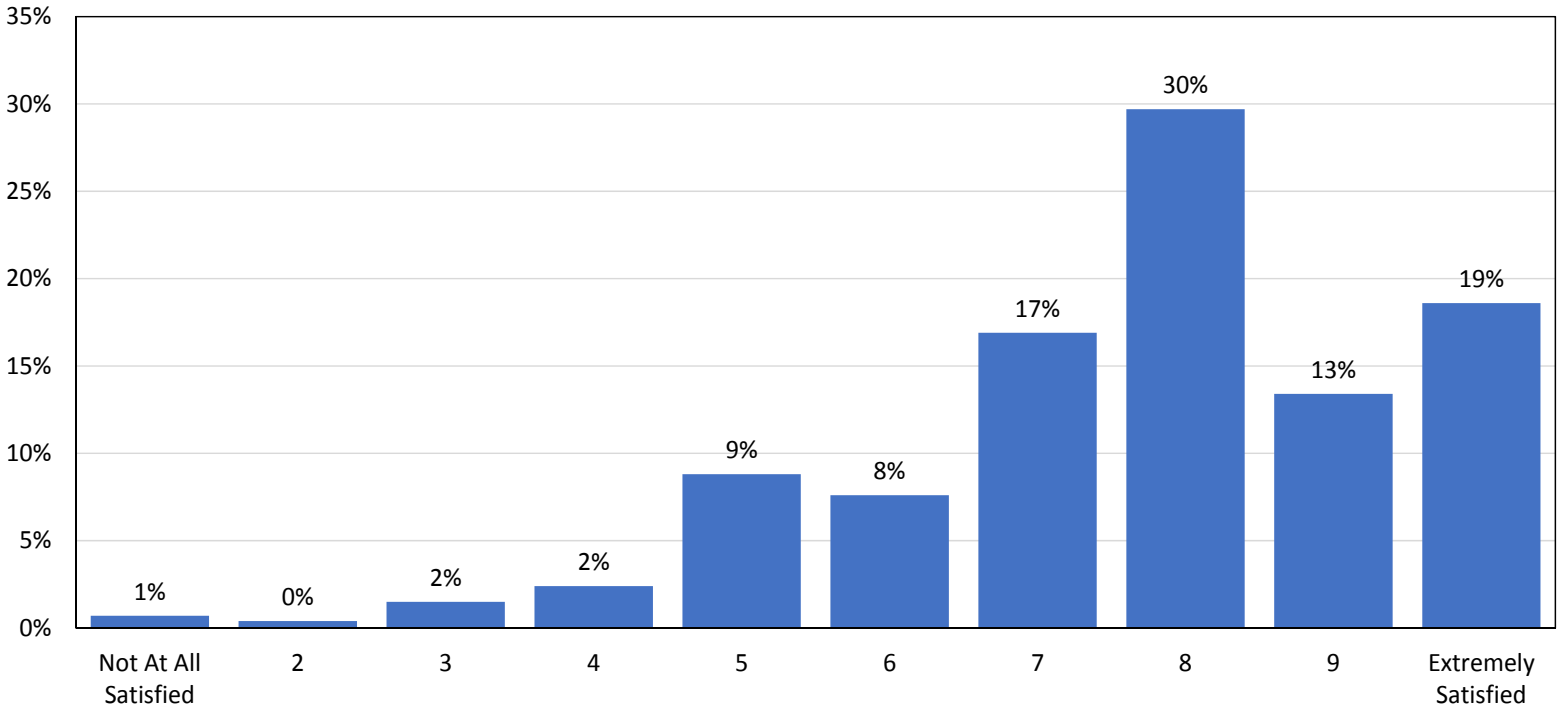
Q3b. How do you access the City of Kenmore parks and recreation facilities
you checked in Question 3?

by percentage of respondents



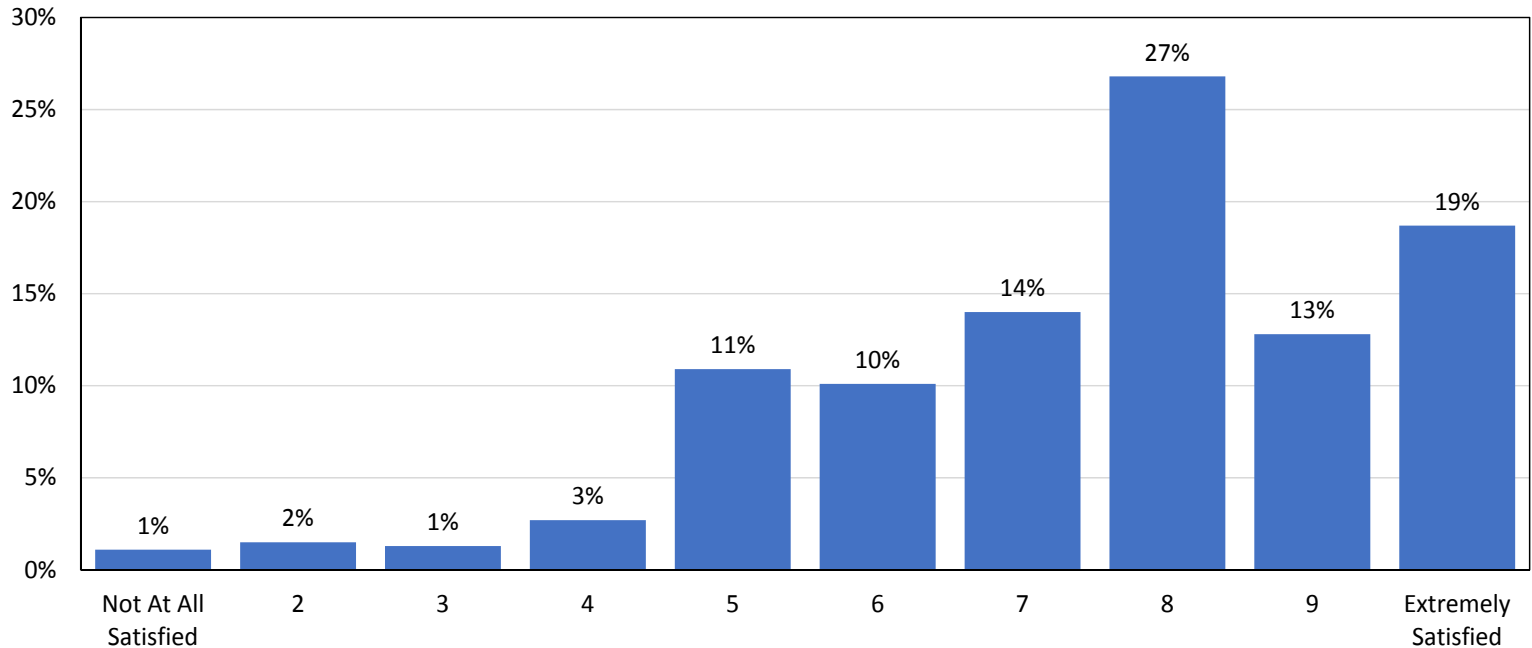
Q4. How satisfied are you with the number of City-owned parks and recreation facilities in the City of Kenmore?

by percentage of respondents who rated the item as a 1 to 10 on a 10-point scale (excluding "not provided")



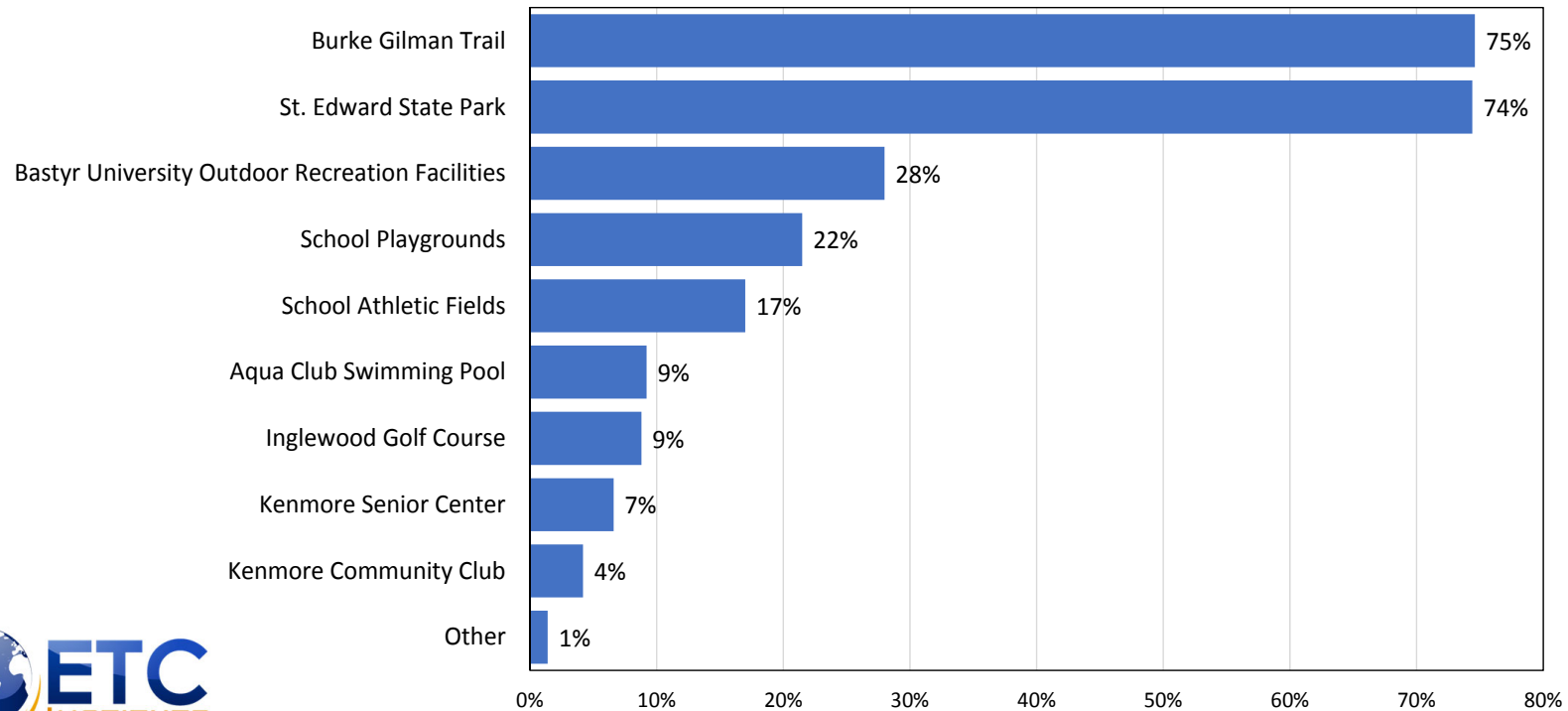
Q5. How satisfied are you with the progress that the City is making in improving and investing in parks and recreation facilities in the City of Kenmore?

by percentage of respondents who rated the item as a 1 to 10 on a 10-point scale (excluding "not provided")



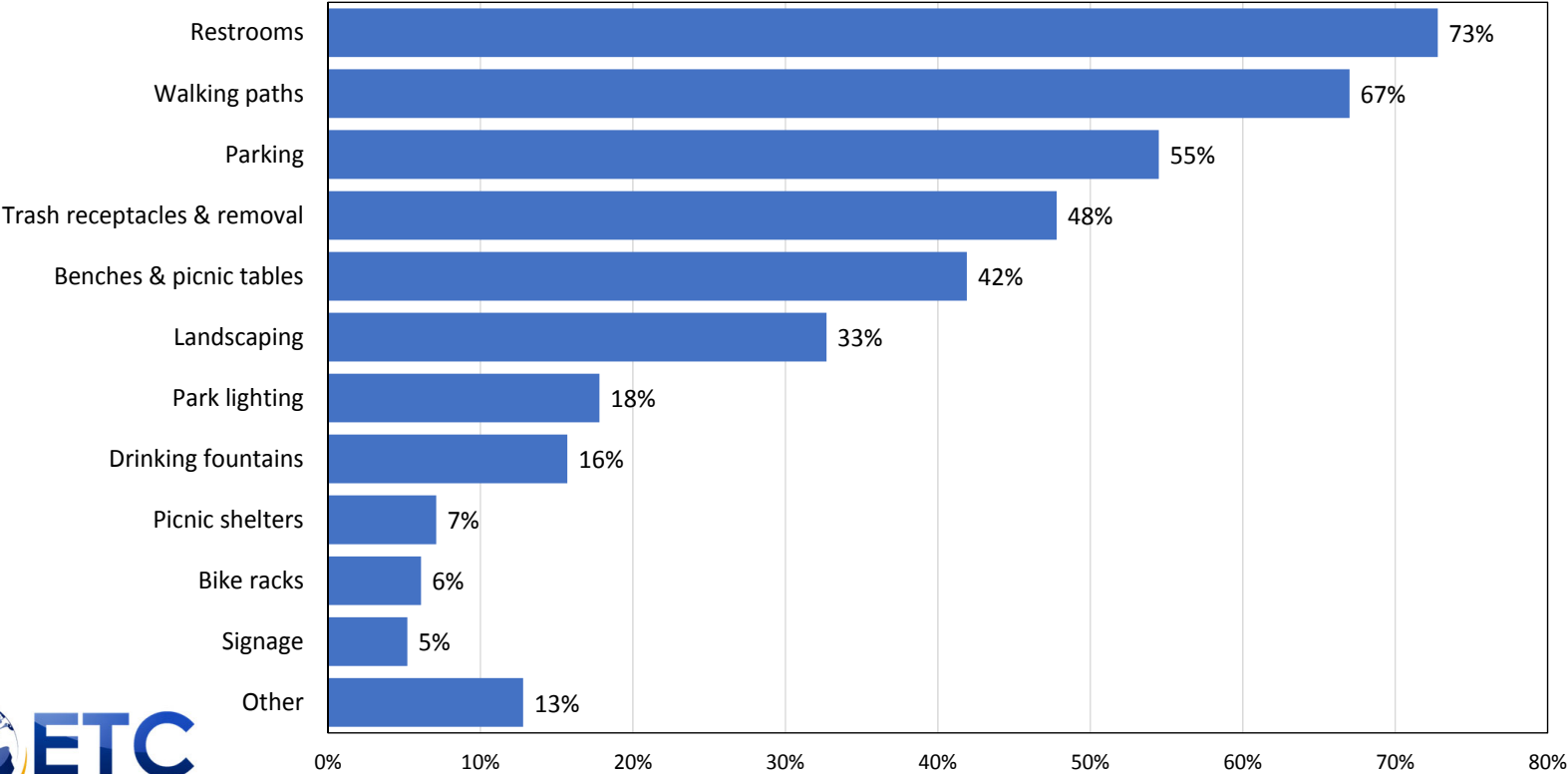
Q6. From the following list, please CHECK ALL the parks and recreation facilities operated by OTHER providers that you visit regularly in the City of Kenmore.

by percentage of respondents (multiple choices could be chosen)



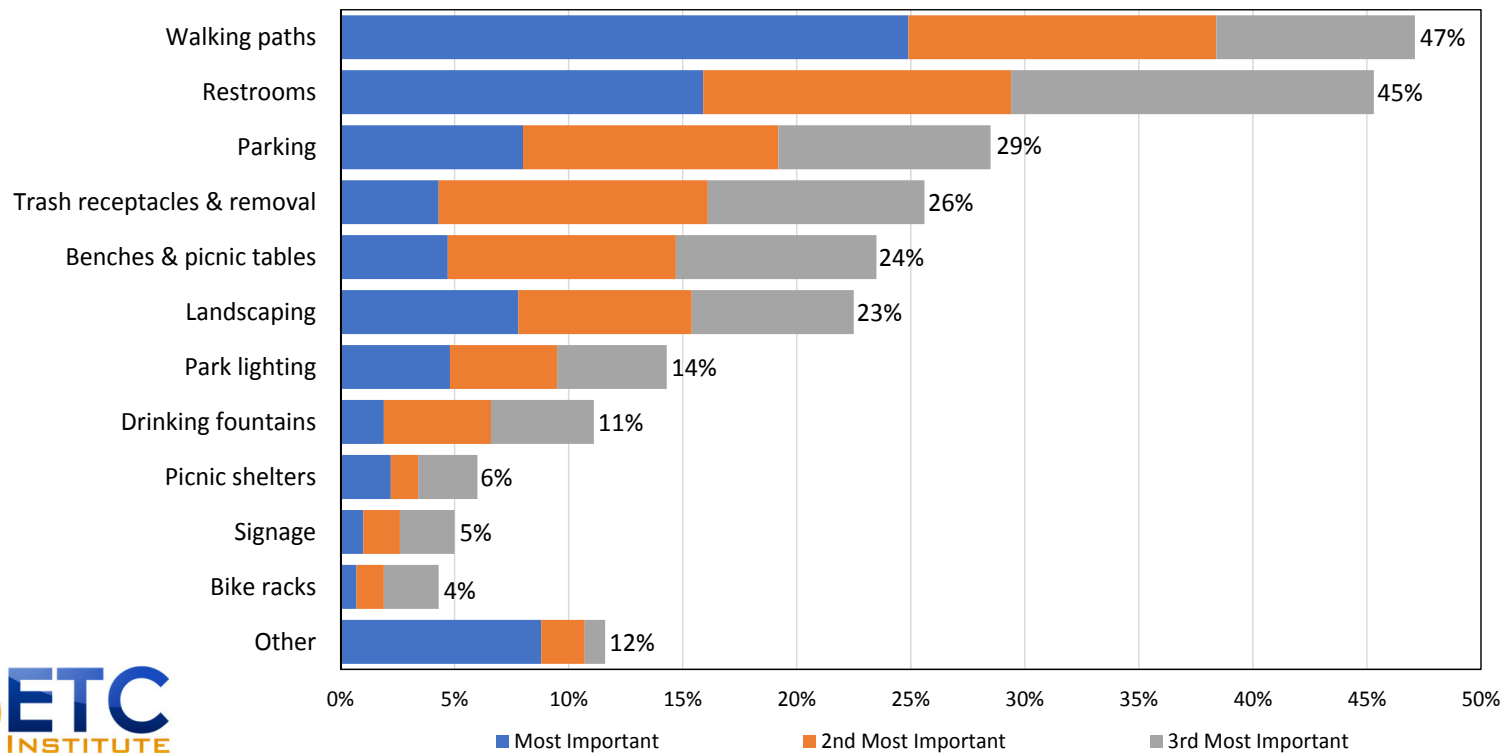
Q7. From the following list, please check the FOUR park features found in public parks that are MOST IMPORTANT to you and your household.

by percentage of respondents who selected the items as one of their top four choices



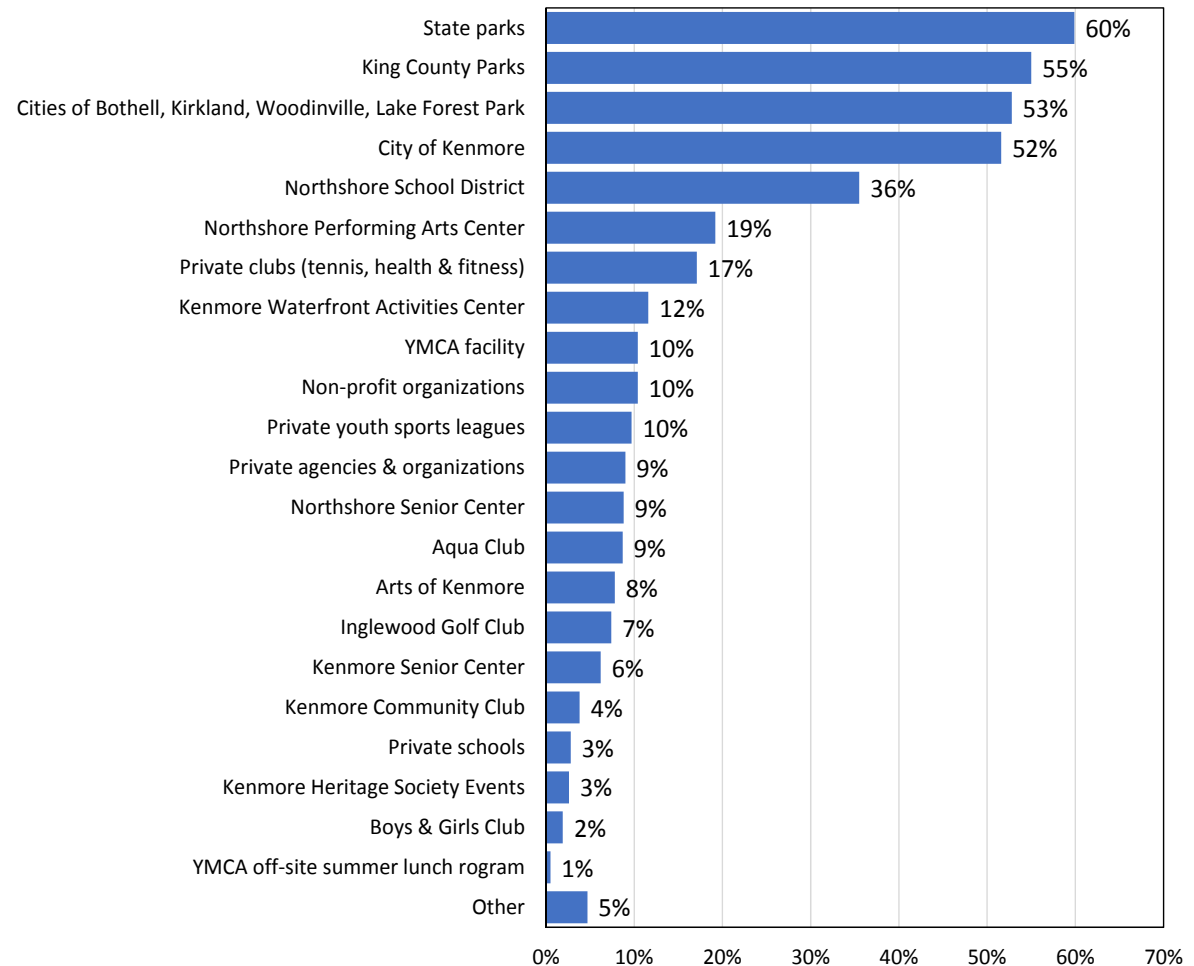
Q8. Of the park features listed in Question 7, please choose the **THREE** park features you feel are **MOST IMPORTANT** to be added or improved in Kenmore?

by percentage of respondents who selected the items as one of their top three choices



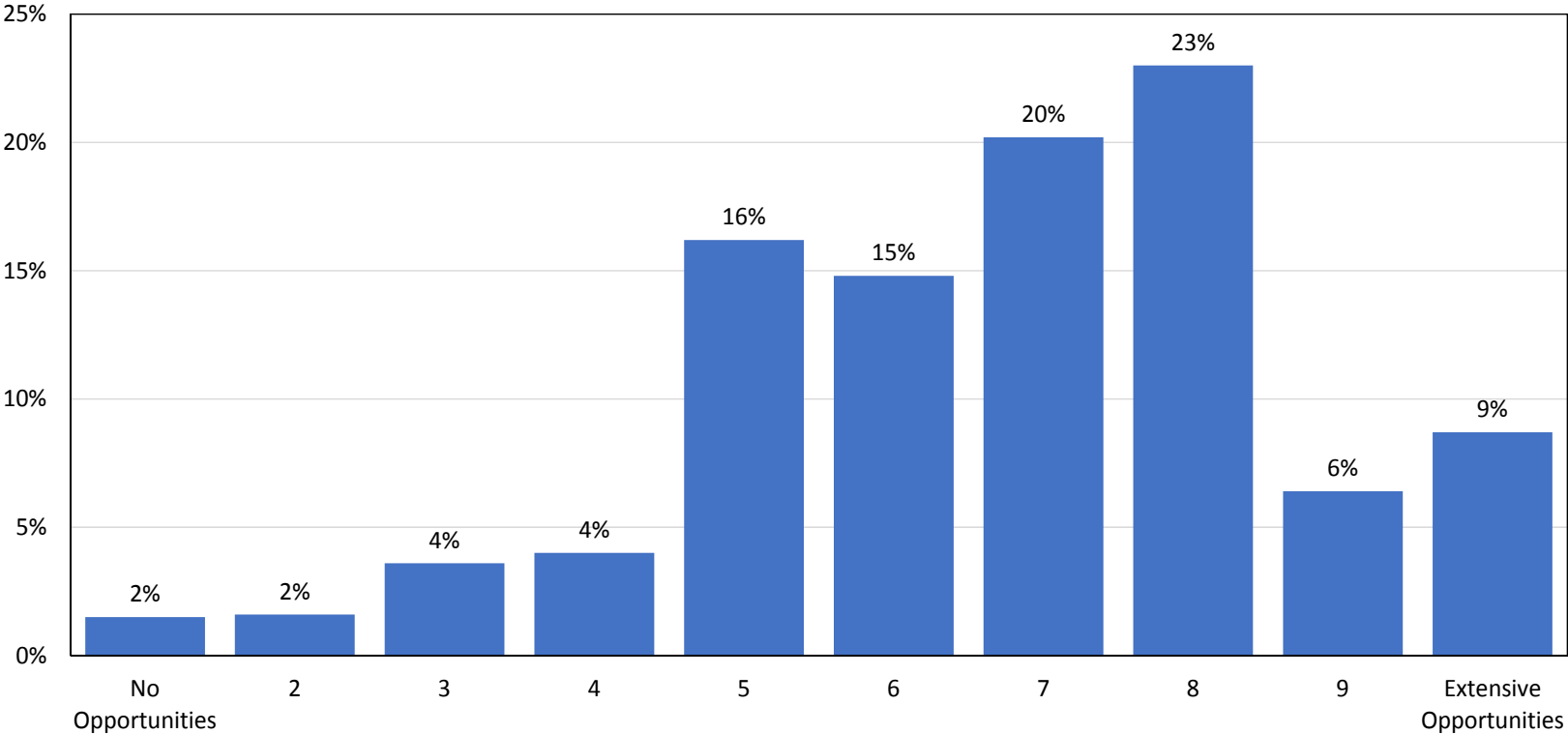
Q9. From the following list, please CHECK ALL the organizations that you and members of your household use for parks, recreation and cultural programs and facilities.

*by percentage of respondents
(multiple choices could be chosen)*



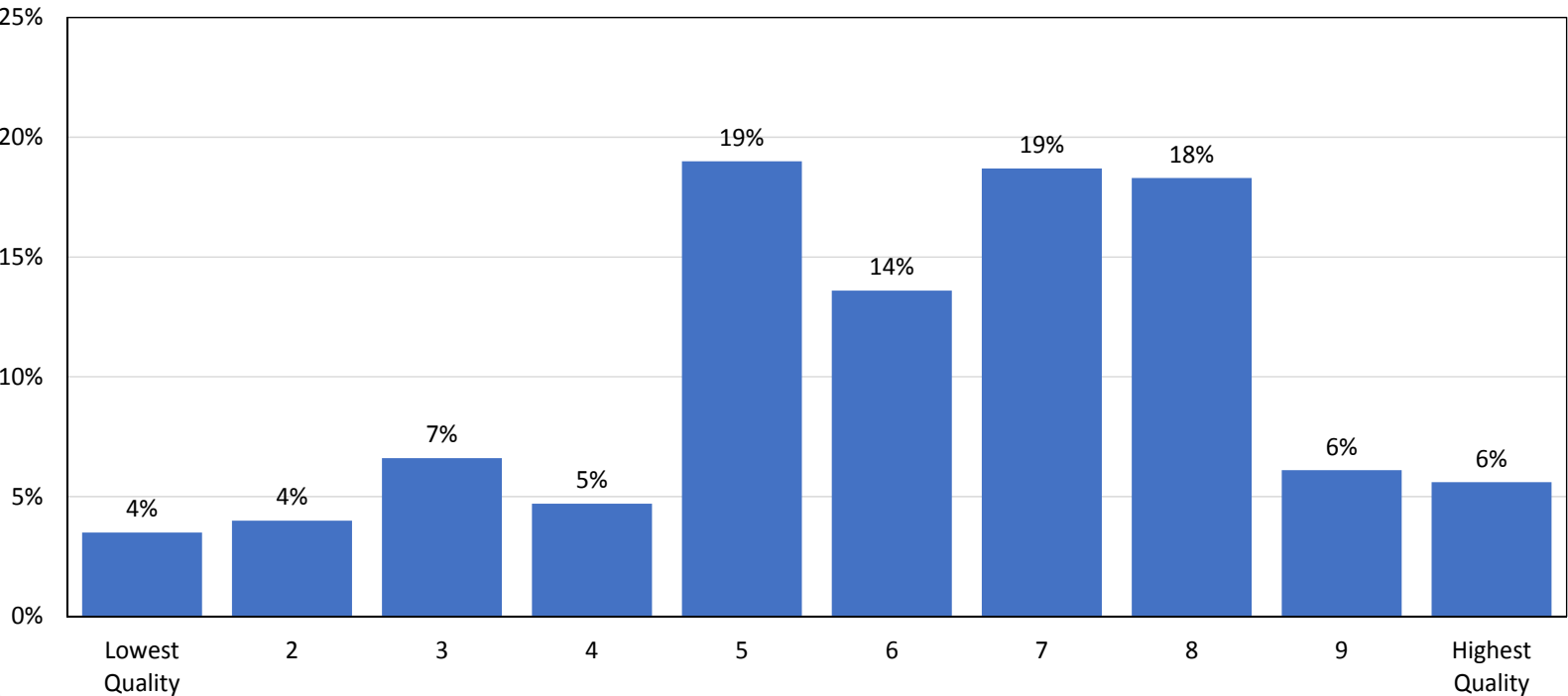
Q10. How would you rate the recreational opportunities in the City of Kenmore?

by percentage of respondents who rated the item as a 1 to 10 on a 10-point scale (excluding "not provided")



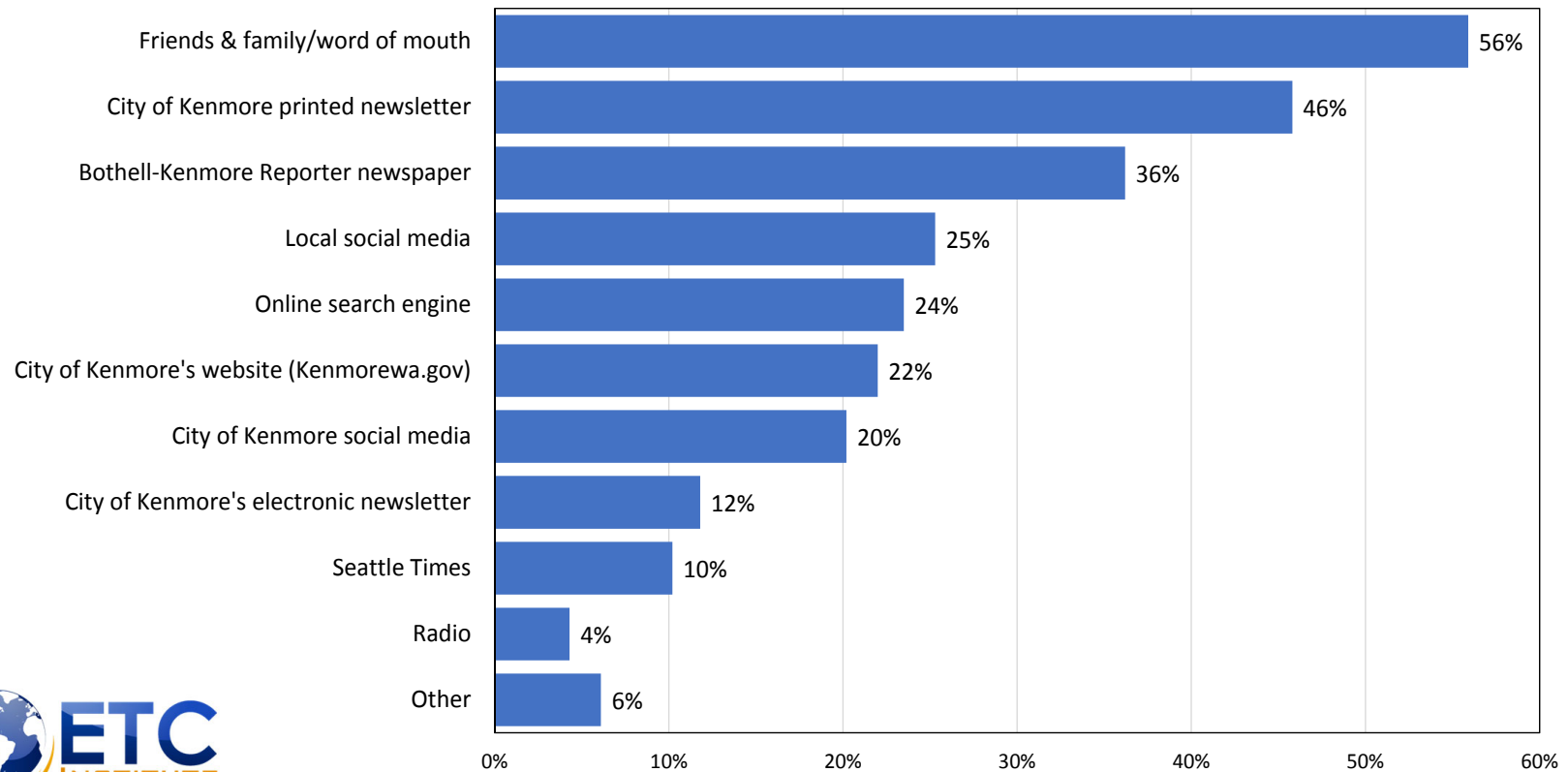
Q11. How would you rate the quality of recreation programs or classes in the City of Kenmore?

by percentage of respondents who rated the item as a 1 to 10 on a 10-point scale (excluding "not provided")



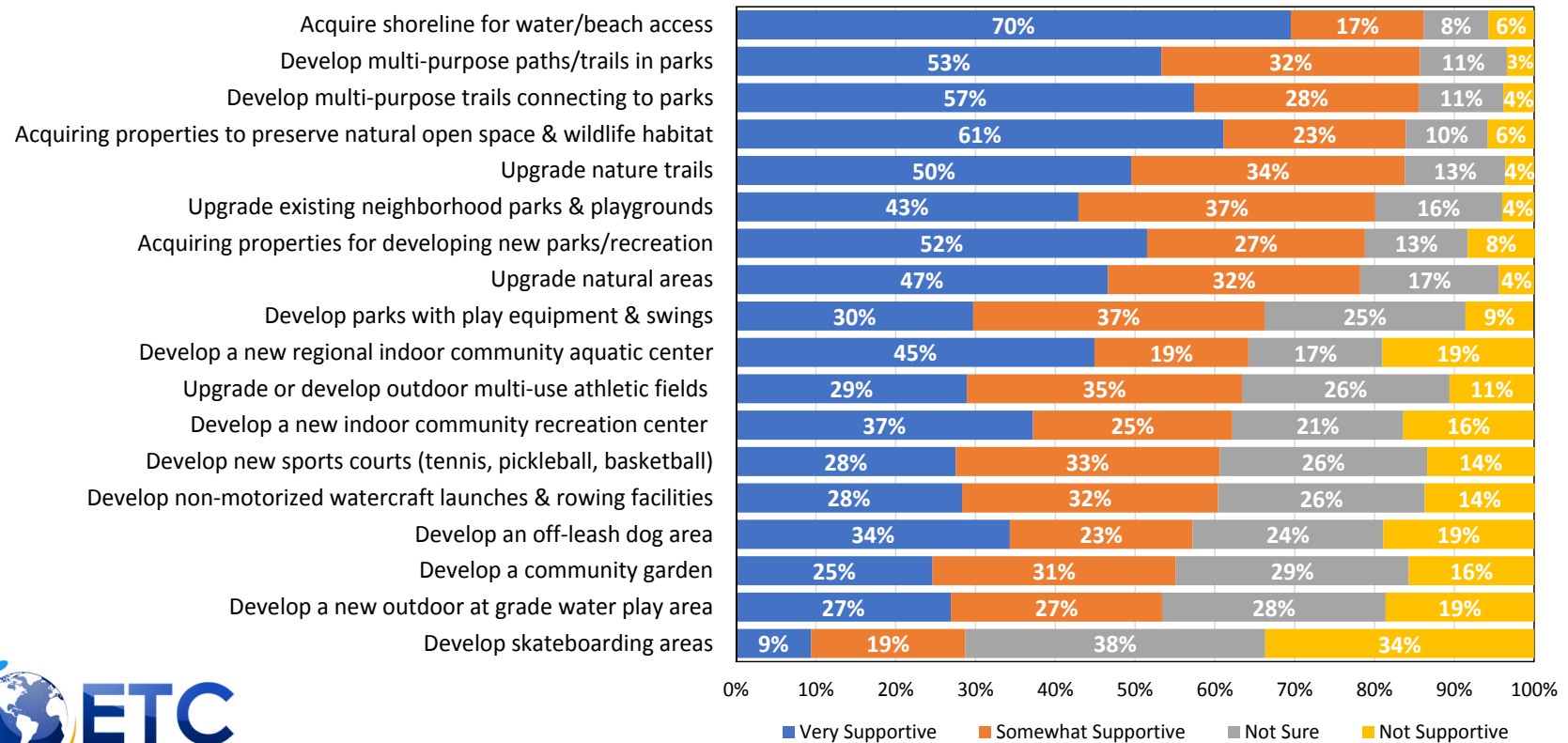
Q12. How do you currently get information about recreational, cultural, and community event programs in the City of Kenmore?

by percentage of respondents



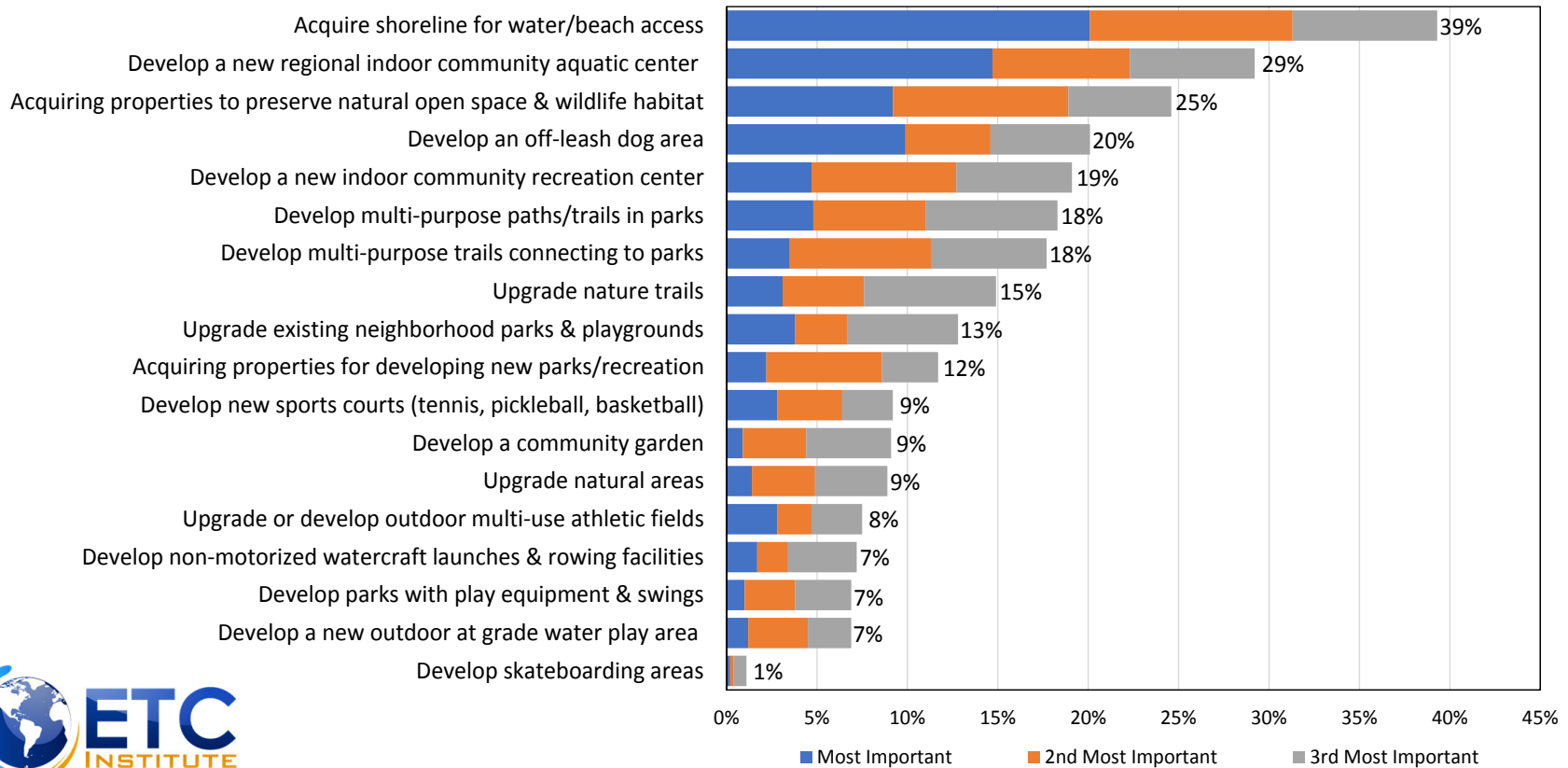
Q13. How supportive are you and your household of the City taking each of the following actions in the future to improve and expand parks and recreation facilities?

by percentage of respondents who rated the item as a 1 to 4 on a 4-point scale (excluding "not provided")



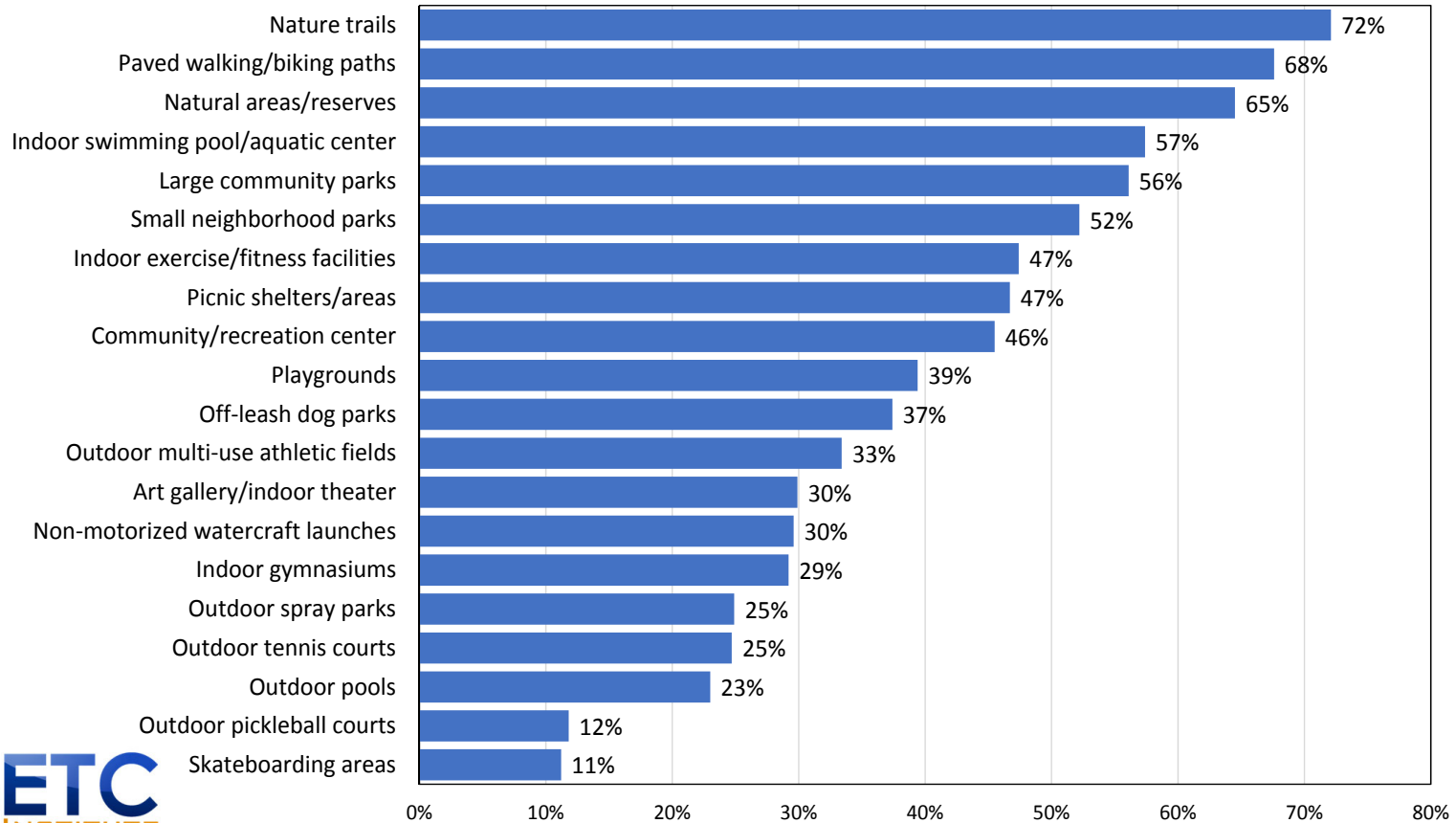
Q14. Which THREE of the actions from the list in Question 13 are MOST IMPORTANT to you and members of your household?

by percentage of respondents who selected the items as one of their top three choices



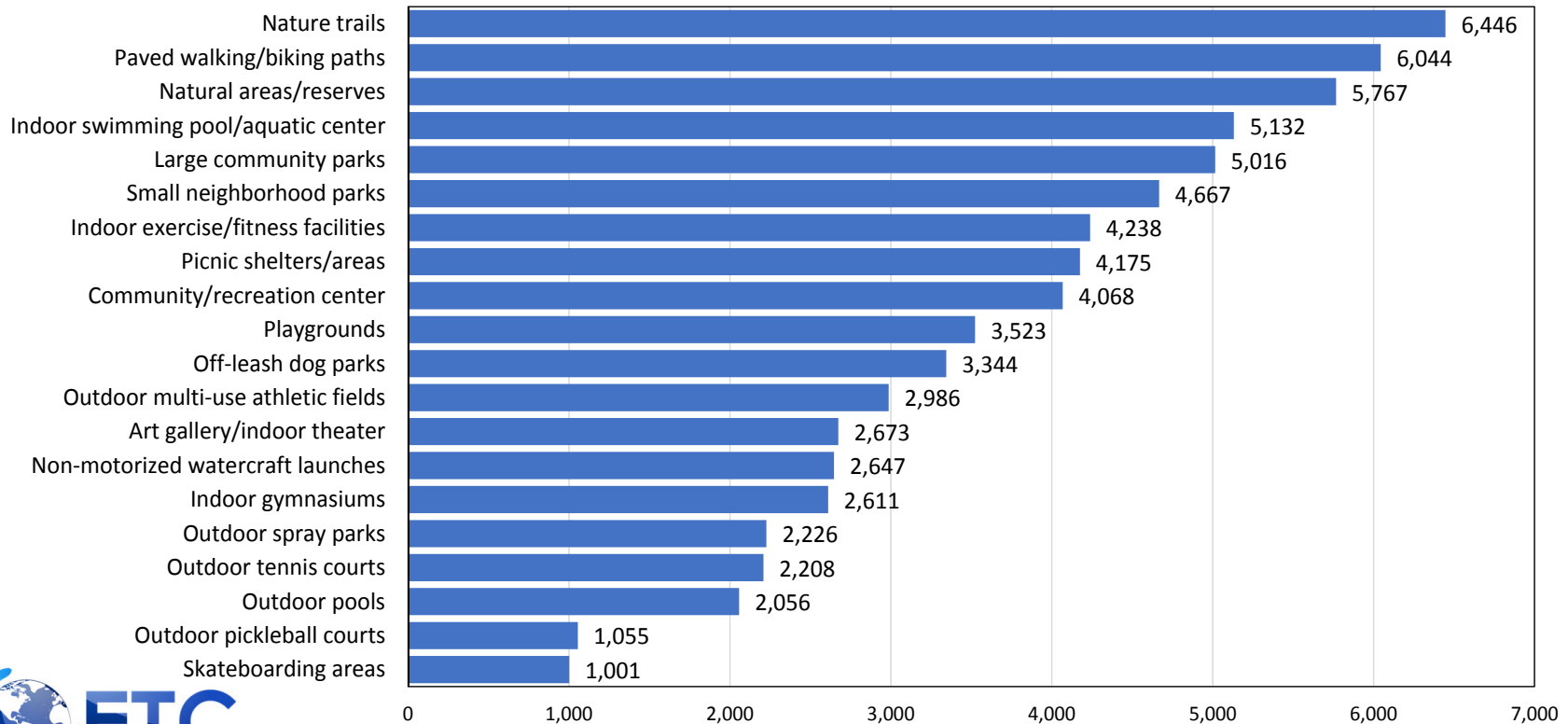
Q15. Facilities Respondent Households Have a Need For

by percentage of respondents (multiple choices could be made)



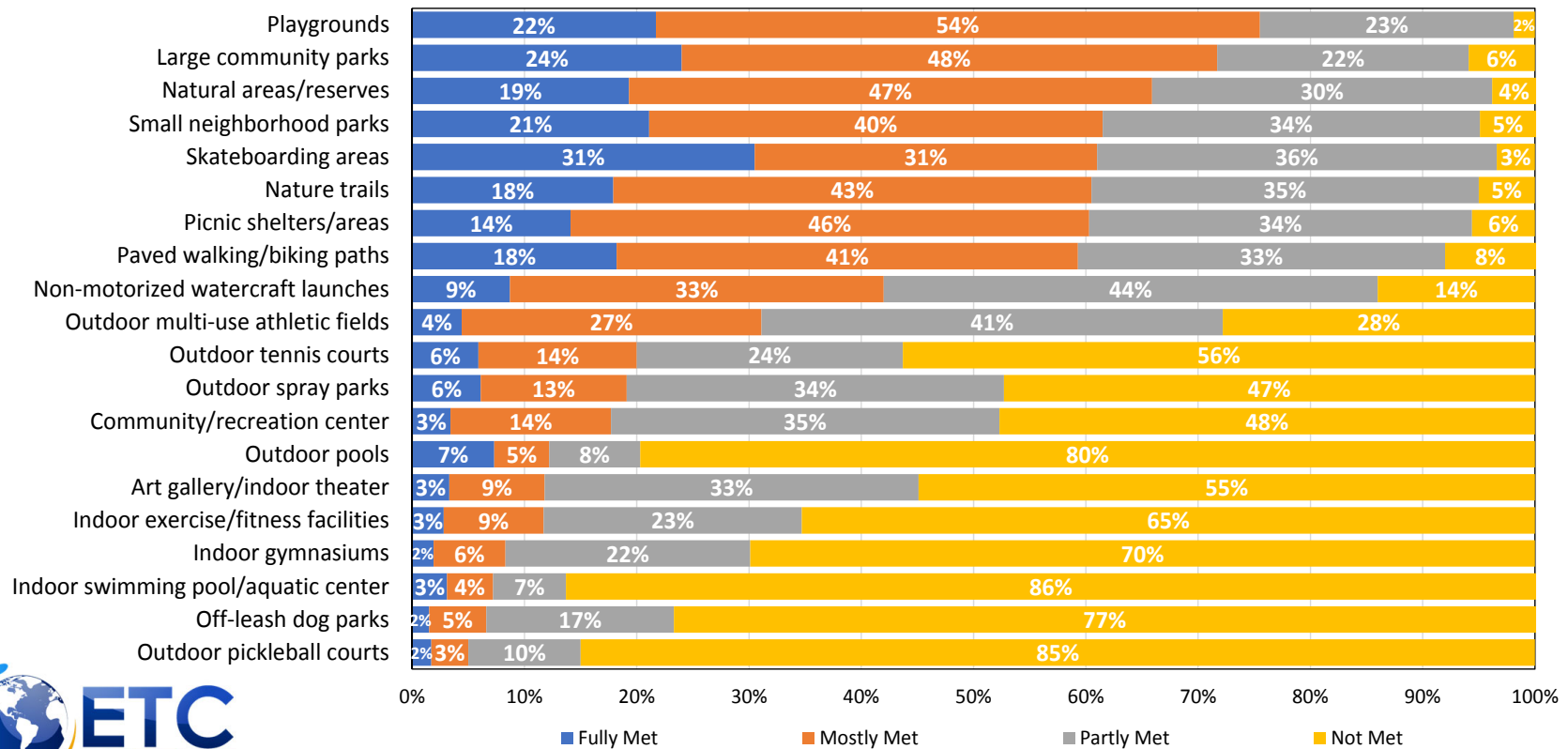
Q15. Estimated Number of Households That Have a Need for Various Facilities

by number of households based on 8,941 households in the City of Kenmore, Washington



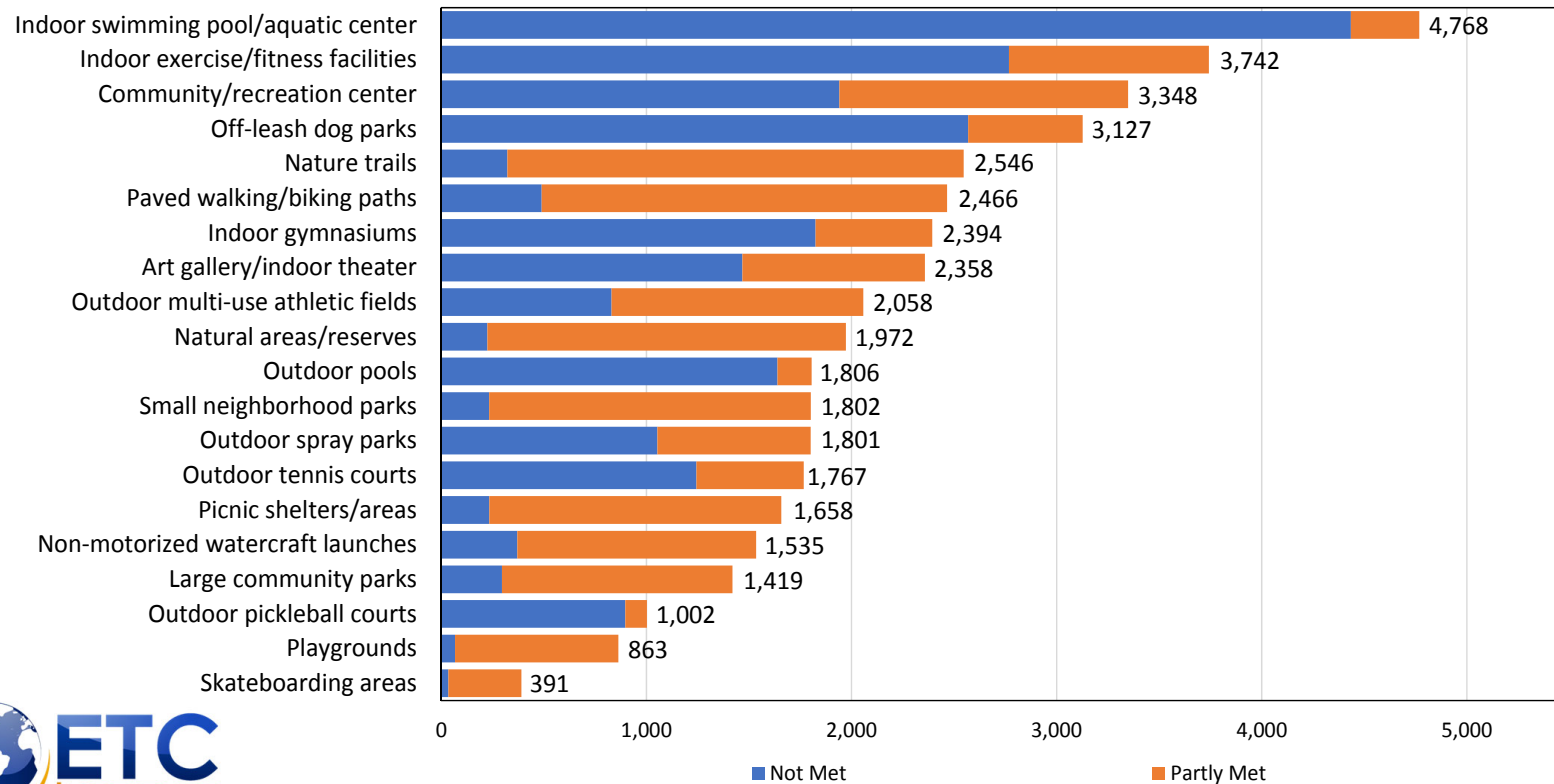
Q15. How Well Parks and Recreation Facilities Meet the Needs for Respondent Households

by percentage of respondents with a need for facilities



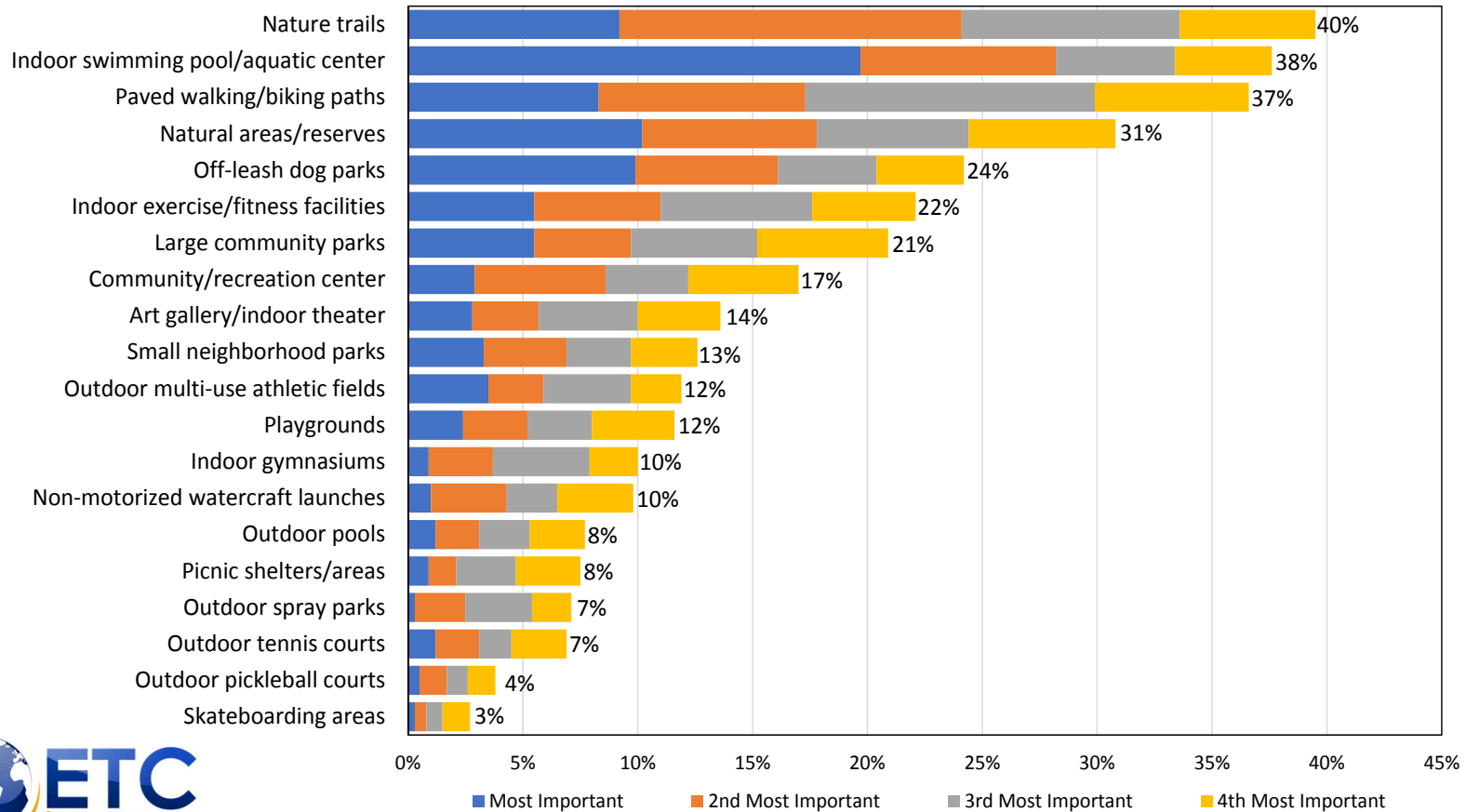
Q15. Estimated Number of Households Whose Needs for Facilities Are Being Not Met or Partly Met

by number of households based on 8,941 households in the City of Kenmore, Washington



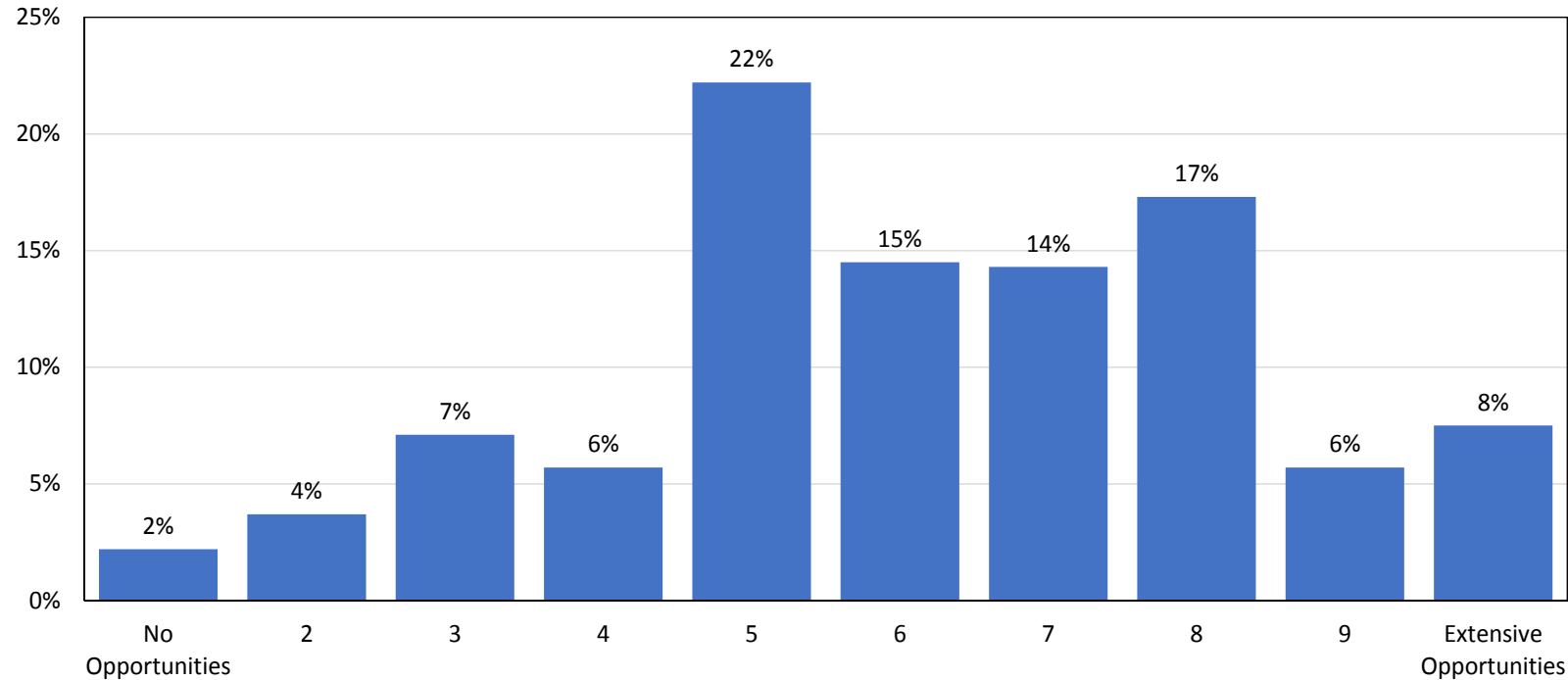
Q16. Facilities That Are Most Important to Households

by percentage of respondents who selected the items as one of their top four choices



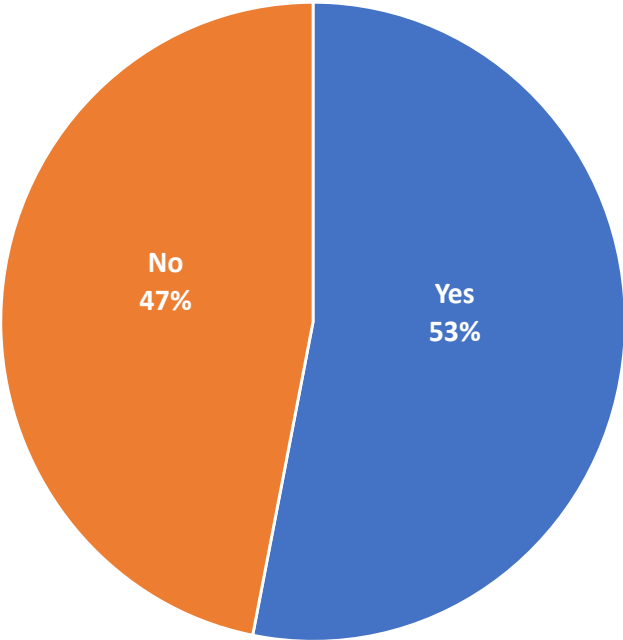
Q17. How would you rate the opportunity to attend community event(s) in the City of Kenmore?

by percentage of respondents who rated the item as a 1 to 10 on a 10-point scale



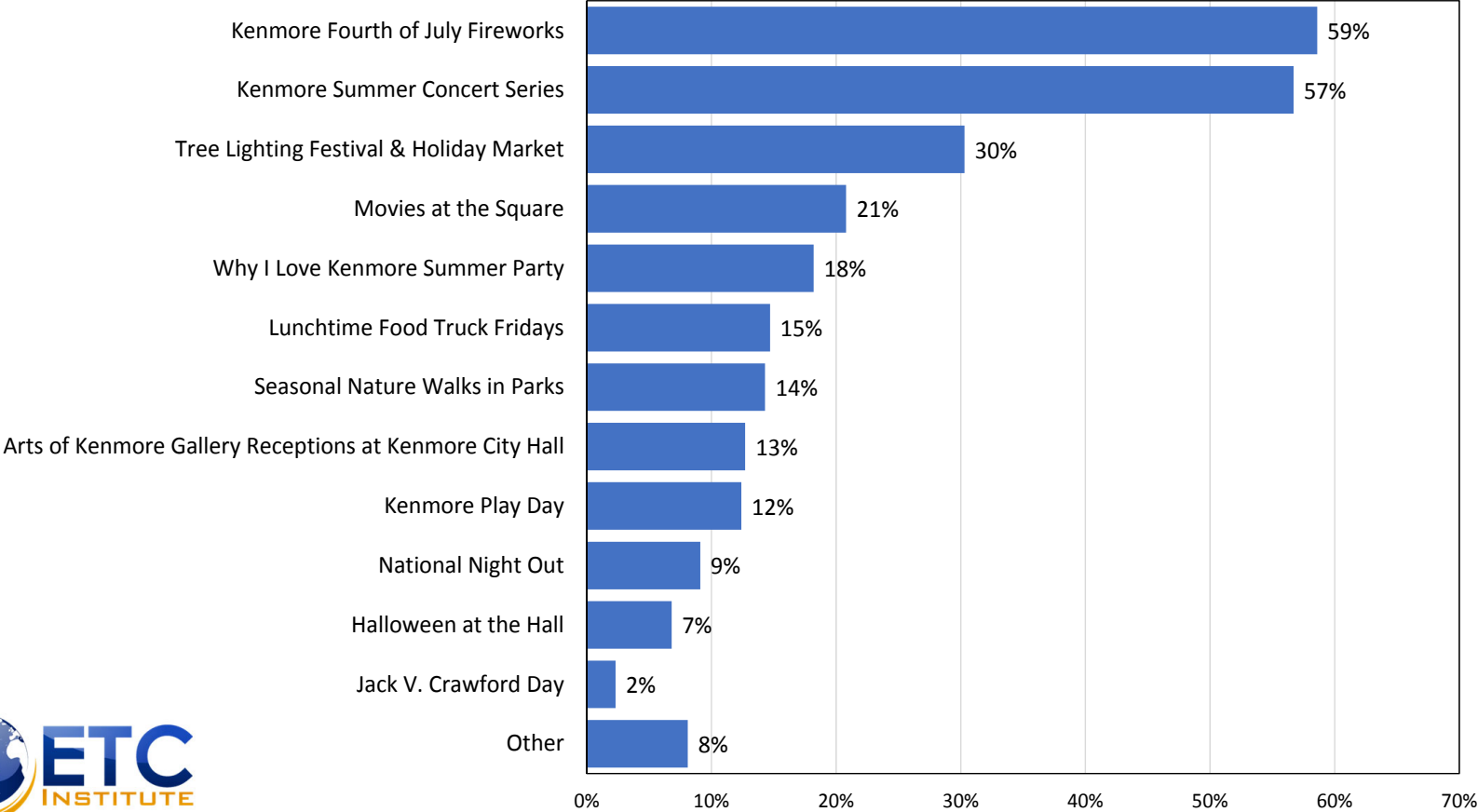
Q18. In the past 12 months, have you or any member of your household attended any community event(s) in the City of Kenmore?

by percentage of respondents



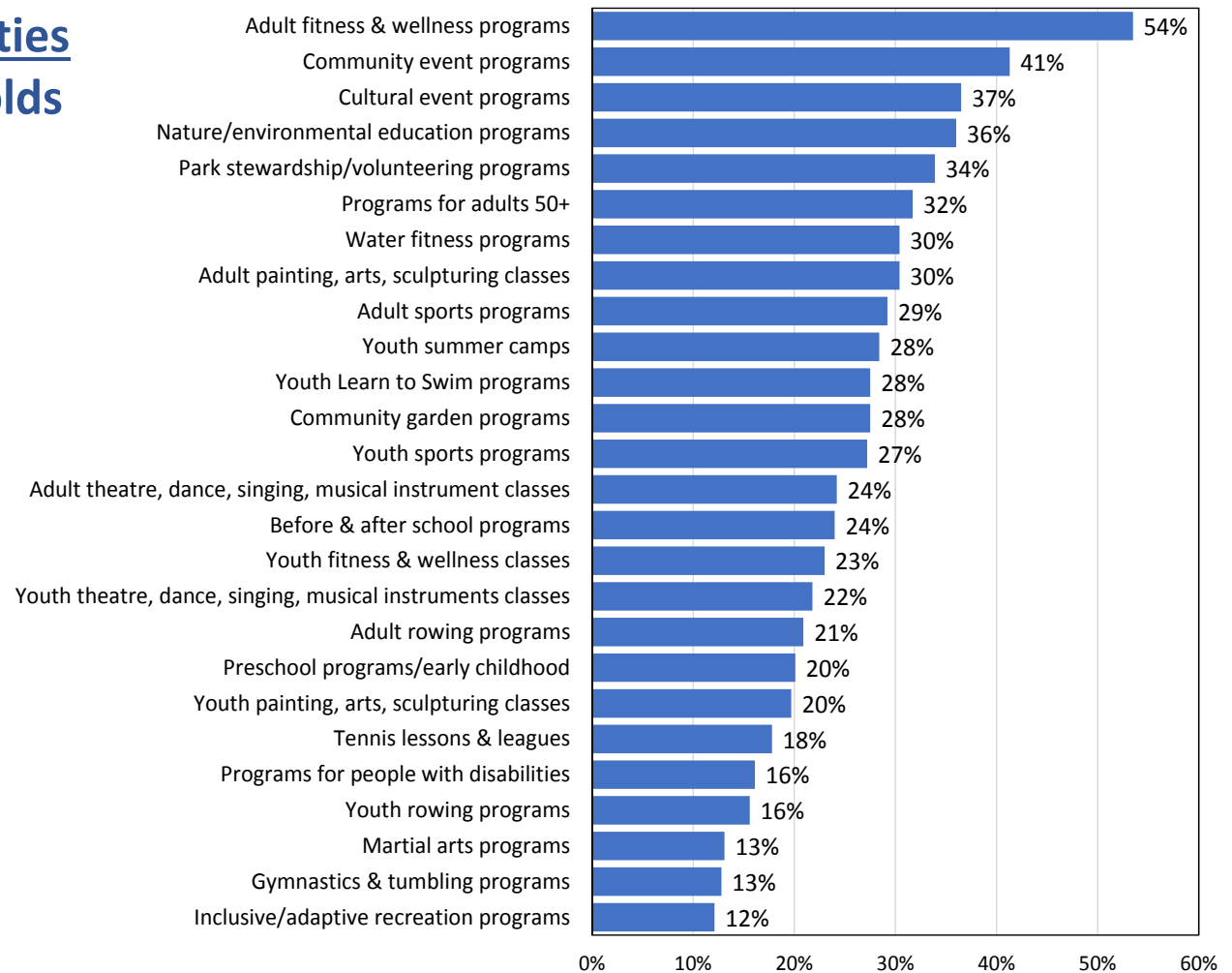
Q18a. Which of the following community event(s) did you attend?

by percentage of respondents who attended community event(s) in the past 12-months



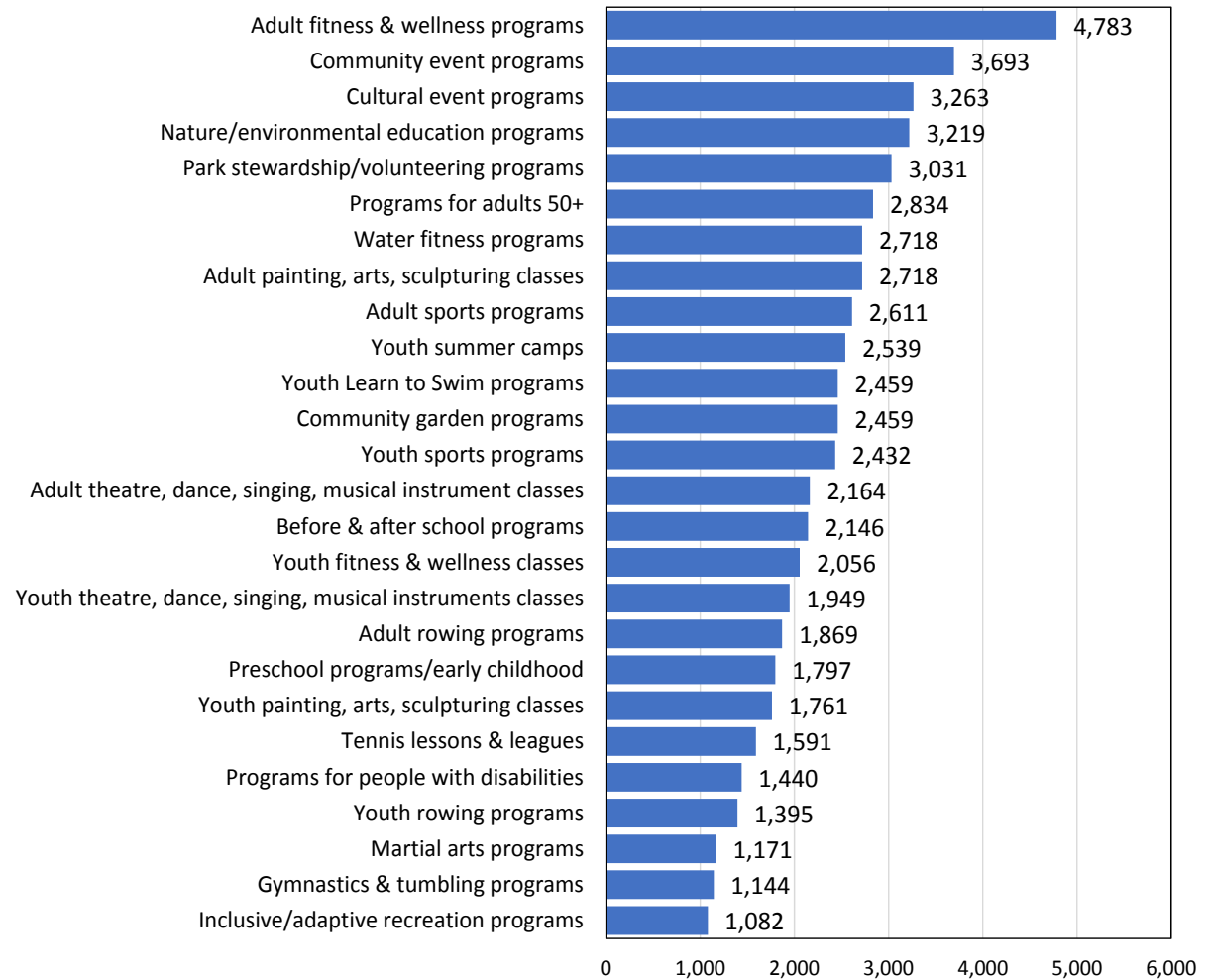
Q19. Programs/Activities Respondent Households Have a Need For

*by percentage of respondents
(multiple choices could be chosen)*



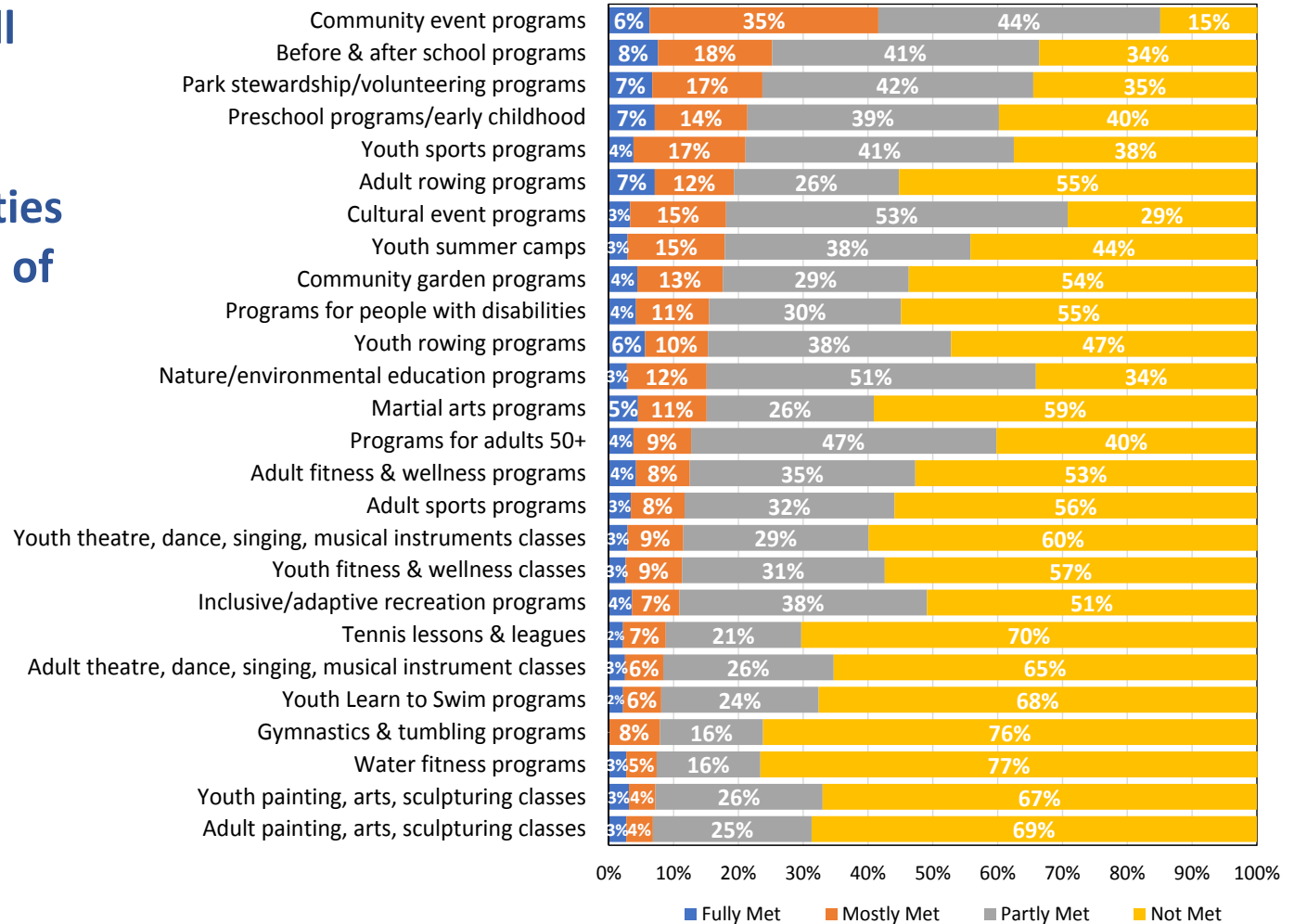
Q19. Estimated Number of Households That Have a Need for Various Programs/Activities

*by number of households based on 8,941 households
in the City of Kenmore, Washington*



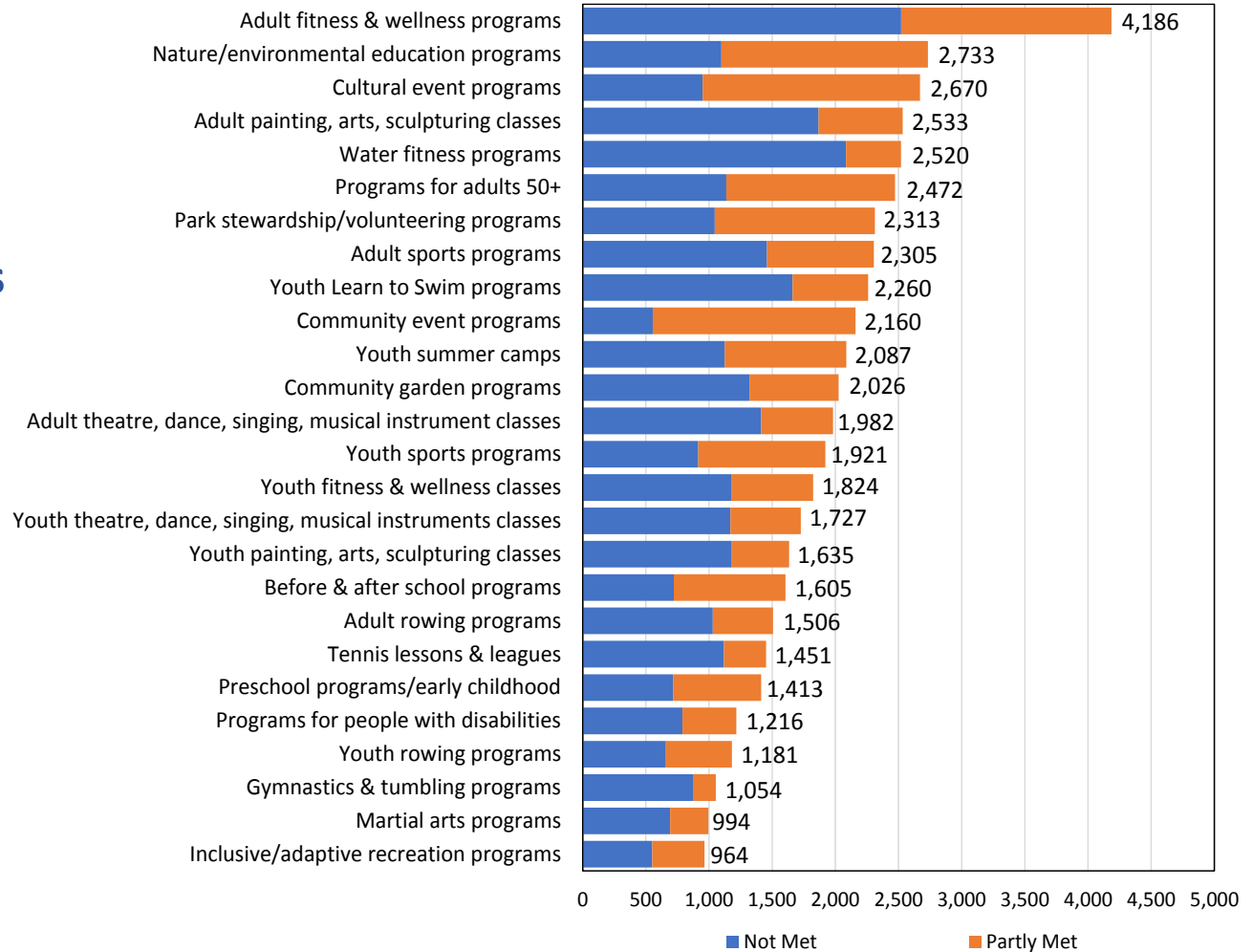
Q19. How Well Parks and Recreation Programs/Activities Meet the Needs of Respondent Households

*by percentage of respondents
with a need for
programs/activities*



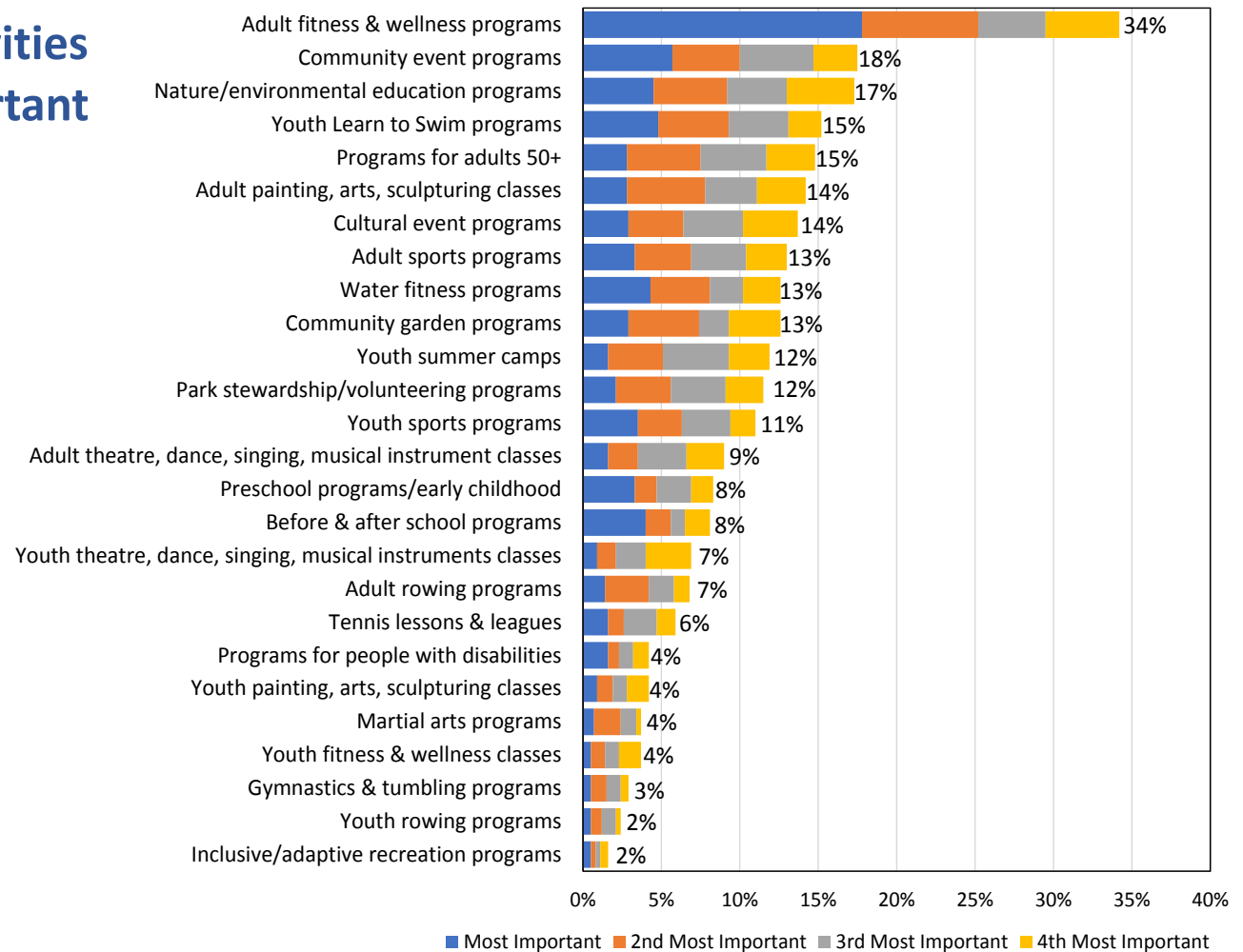
Q19. Estimated Number of Households Whose Needs for Programs/Activities Are Being Not Met or Partly Met

*by number of households based on
8,941 households in the City of
Kenmore, Washington*



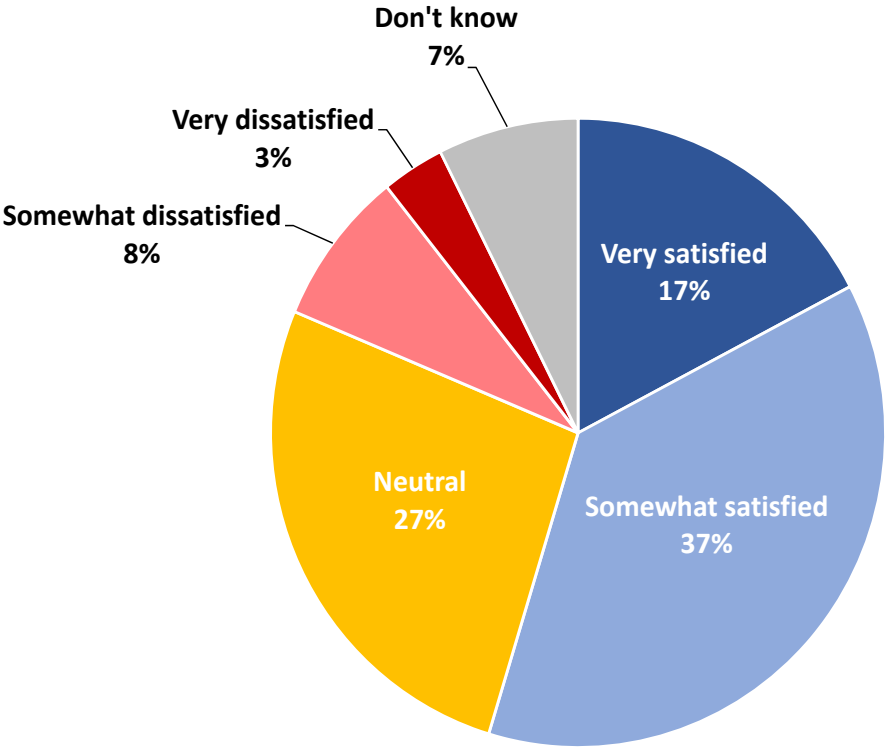
Q20. Programs/Activities That Are Most Important to Respondent Households

by percentage of respondents who selected the items as one of their top four choices



Q21. Please rate your level of satisfaction with the overall value your household receives from the City of Kenmore for parks, recreation and community events.

by percentage of respondents

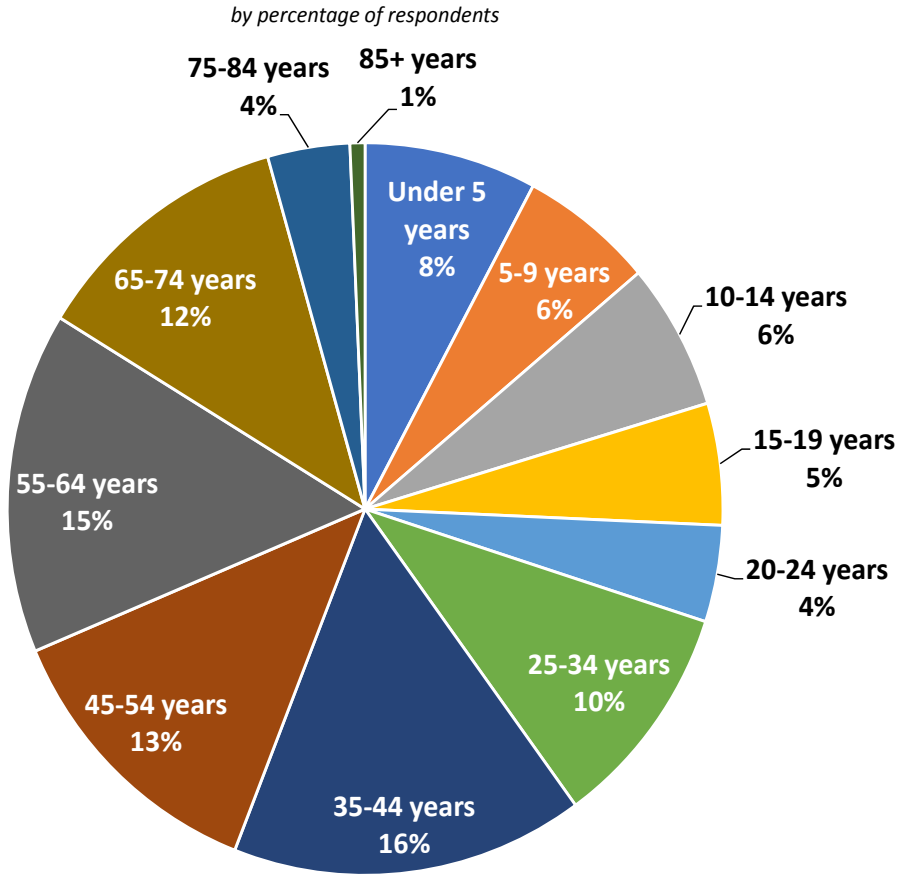


Demographics

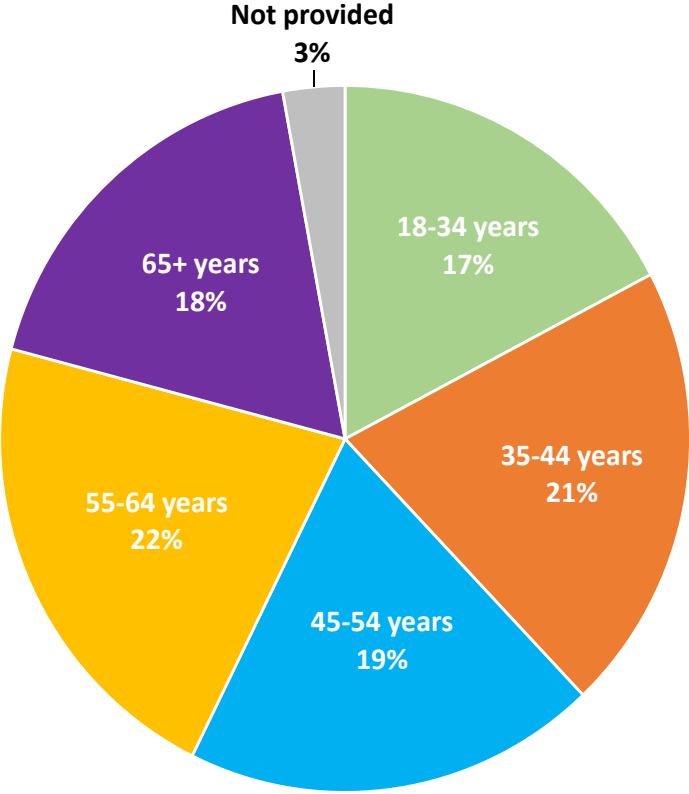


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Q22. Counting yourself, how many people in your household are...

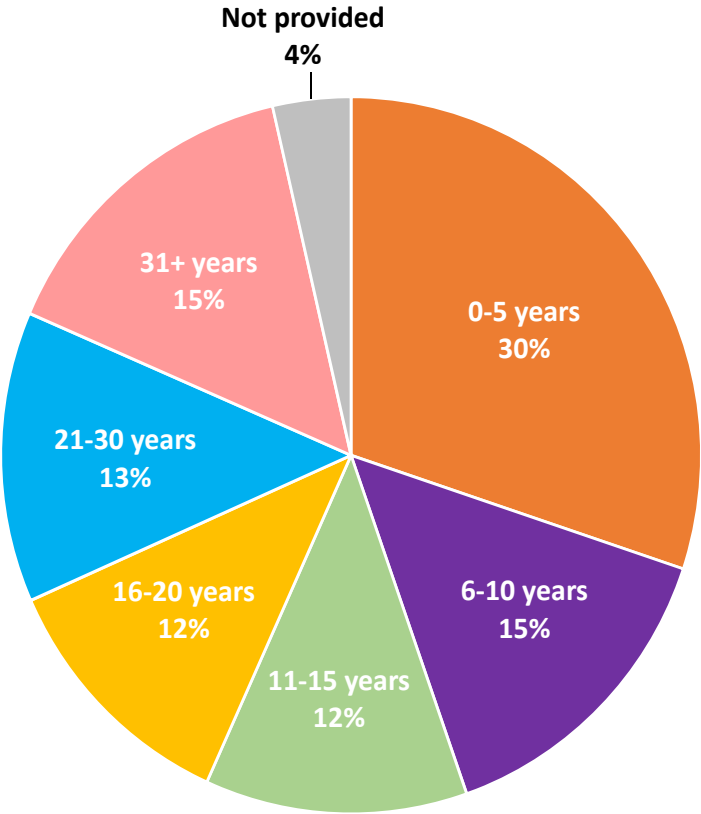


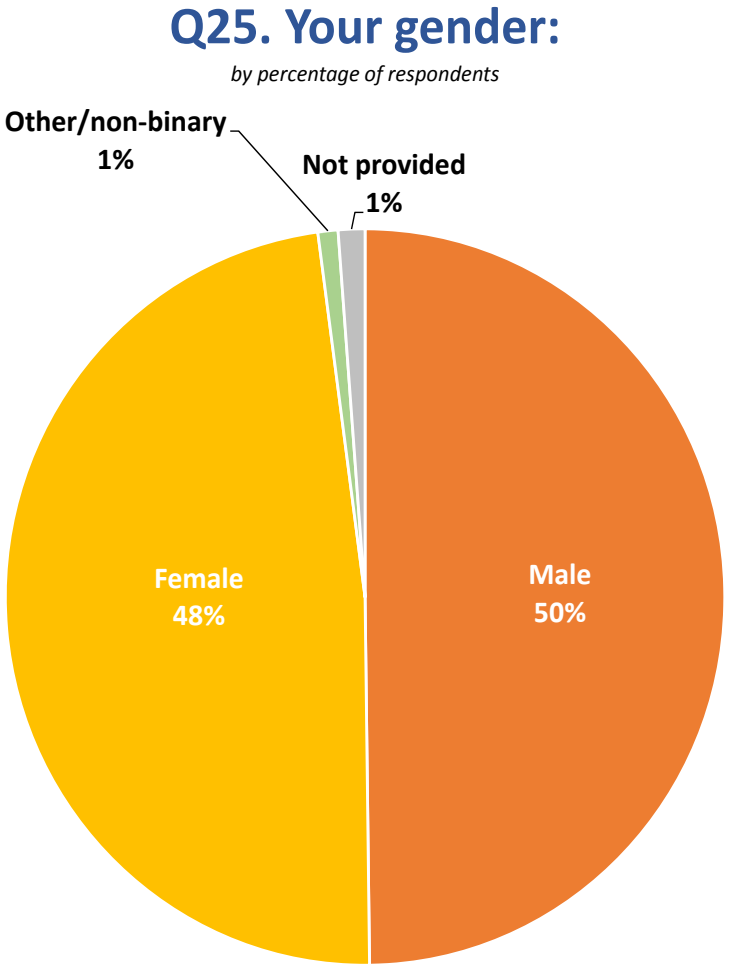
Q23. What is your age?
by percentage of respondents



Q24. How many years have you lived in the City of Kenmore?

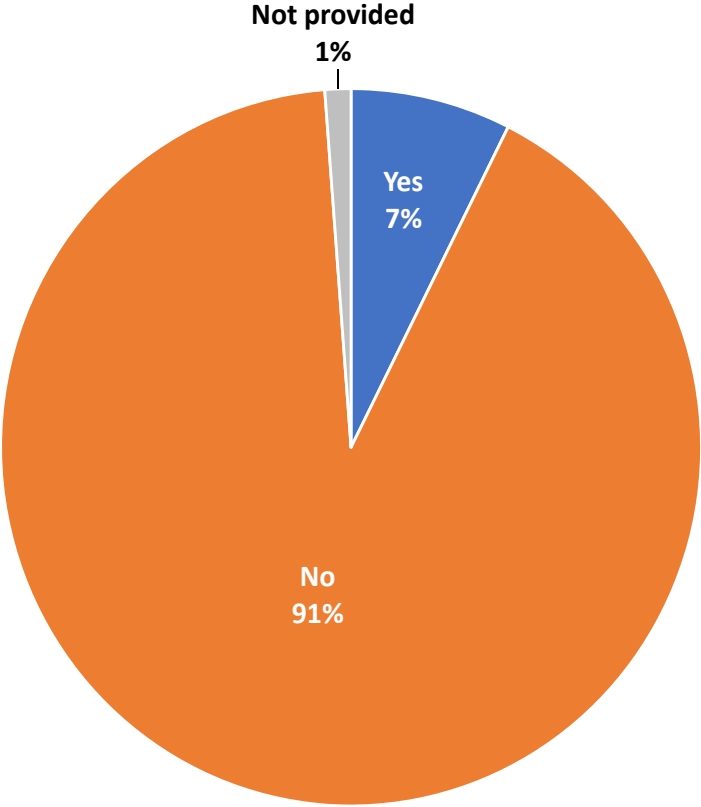
by percentage of respondents



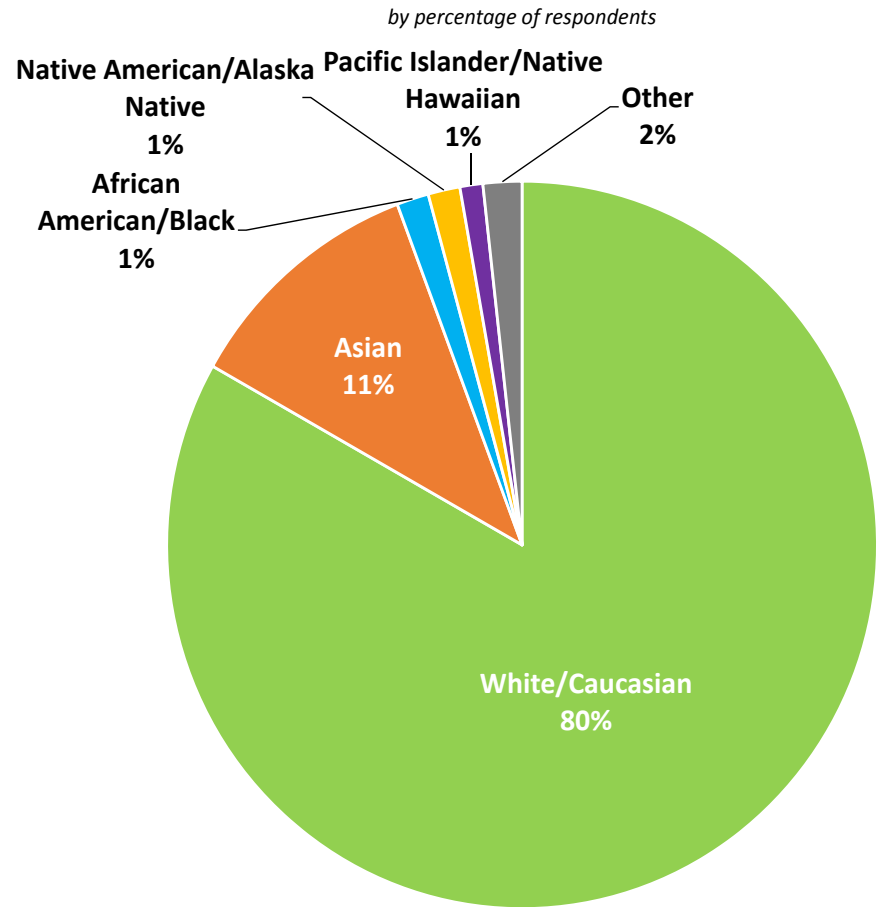


Q26. Are you of Hispanic or Latino ancestry?

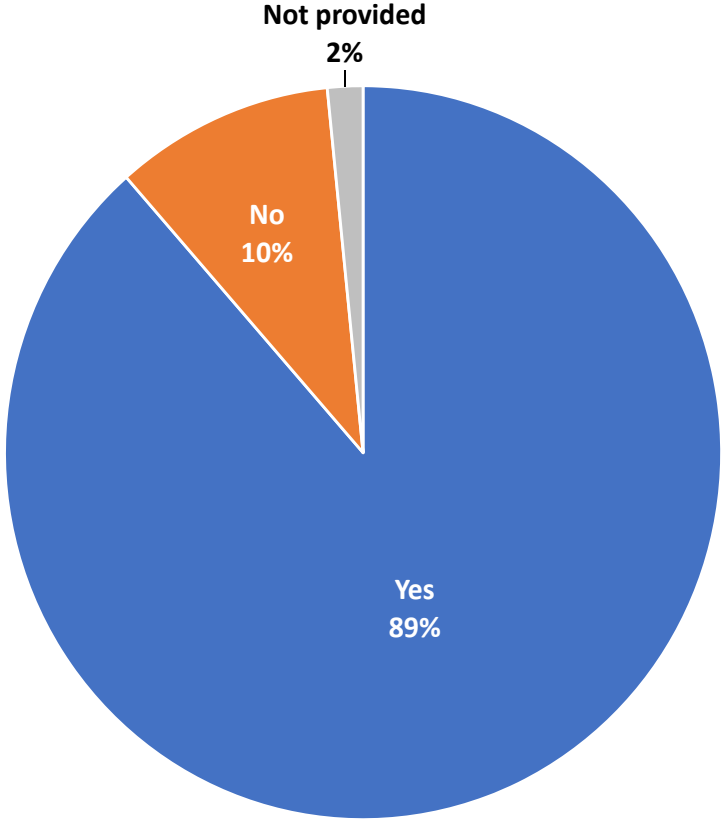
by percentage of respondents



Q27. Which of the following best describes your race/ethnicity?

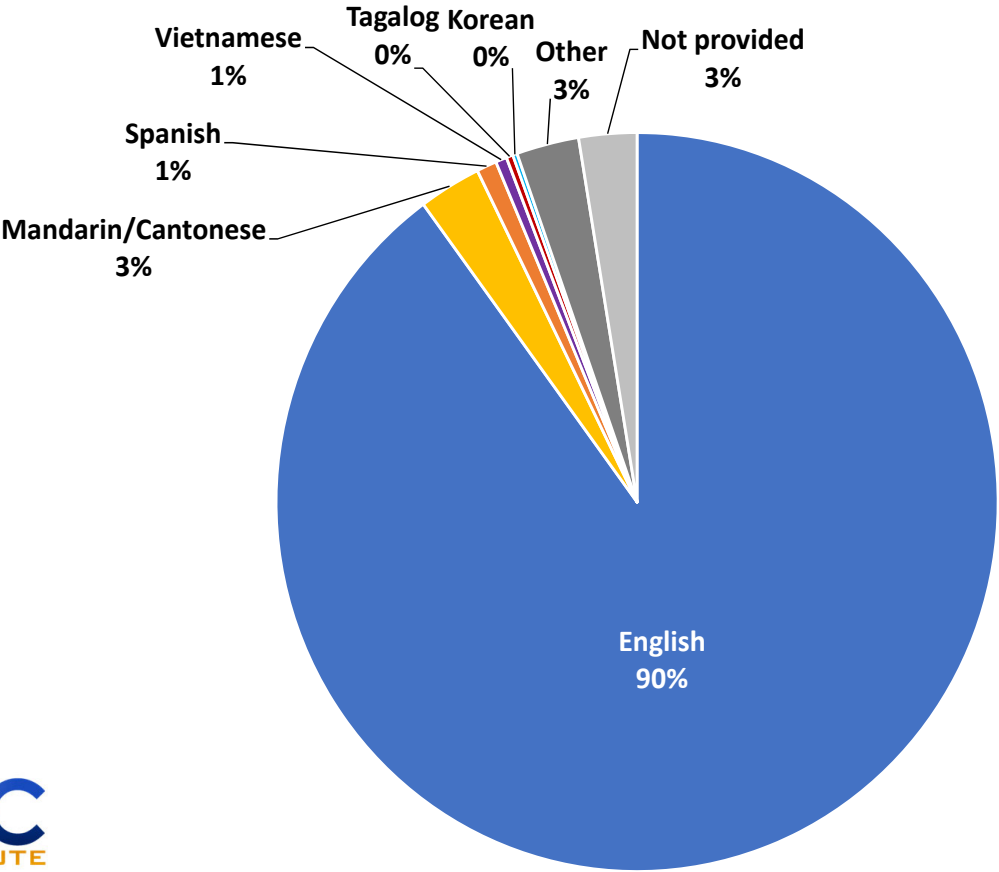


Q28. Is English your first language? *by percentage of respondents*



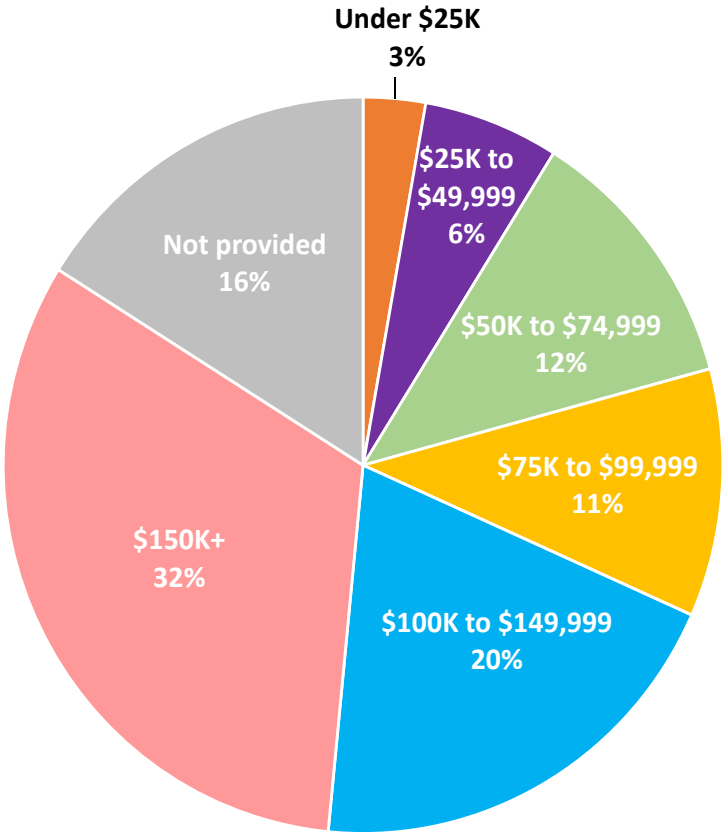
Q29. What is your primary language spoken in your home?

by percentage of respondents



Q30. What is your total annual household income?

by percentage of respondents



Section 2

Priority Investment Rating

Priority Investment Rating

City of Kenmore, Washington

The **Priority Investment Rating (PIR)** was developed by ETC Institute to provide governments with an objective tool for evaluating the priority that should be placed on parks and recreation investments. The Priority Investment Rating was developed by ETC Institute to identify the facilities and programs residents think should receive the highest priority for investment. The priority investment rating reflects the importance residents place on items (sum of top 4 choices) and the unmet needs (needs that are only being partly or not met) for each facility/program relative to the facility/program that rated the highest overall. Since decisions related to future investments should consider both the level of unmet need and the importance of facilities and programs, the PIR weights each of these components equally.

The PIR reflects the sum of the Unmet Needs Rating and the Importance Rating as shown in the equation below:

$$\text{PIR} = \text{UNR} + \text{IR}$$

For example, suppose the Unmet Needs Rating for indoor exercise/fitness facilities is 78.5 (out of 100) and the Importance Rating for indoor exercise/fitness facilities is 55.9 (out of 100), the Priority Investment Rating for indoor exercise/fitness facilities is 134.4 (out of 200).

How to Analyze the Charts:

- **High Priority Areas** are those with a PIR of at least 100. A rating of 100 or above generally indicates there is a relatively high level of unmet need and residents generally think it is important to fund improvements in these areas. Improvements in this area are likely to have a positive impact on the greatest number of households.
- **Medium Priority Areas** are those with a PIR of 50-99. A rating in this range generally indicates there is a medium to high level of unmet need or a significant percentage of residents generally think it is important to fund improvements in these areas.
- **Low Priority Areas** are those with a PIR below 50. A rating in this range generally indicates there is a relatively low level of unmet need and residents do not think it is important to fund improvements in these areas. Improvements may be warranted if the needs of very specialized populations are being targeted.

The following pages show the Unmet Needs Rating, Importance Rating, and Priority Investment Rating for facilities and programs/activities.

2019 City of Kenmore Parks and Recreation Survey Priority Investment Ratings for Parks and Recreation Facilities and Programs/Activities

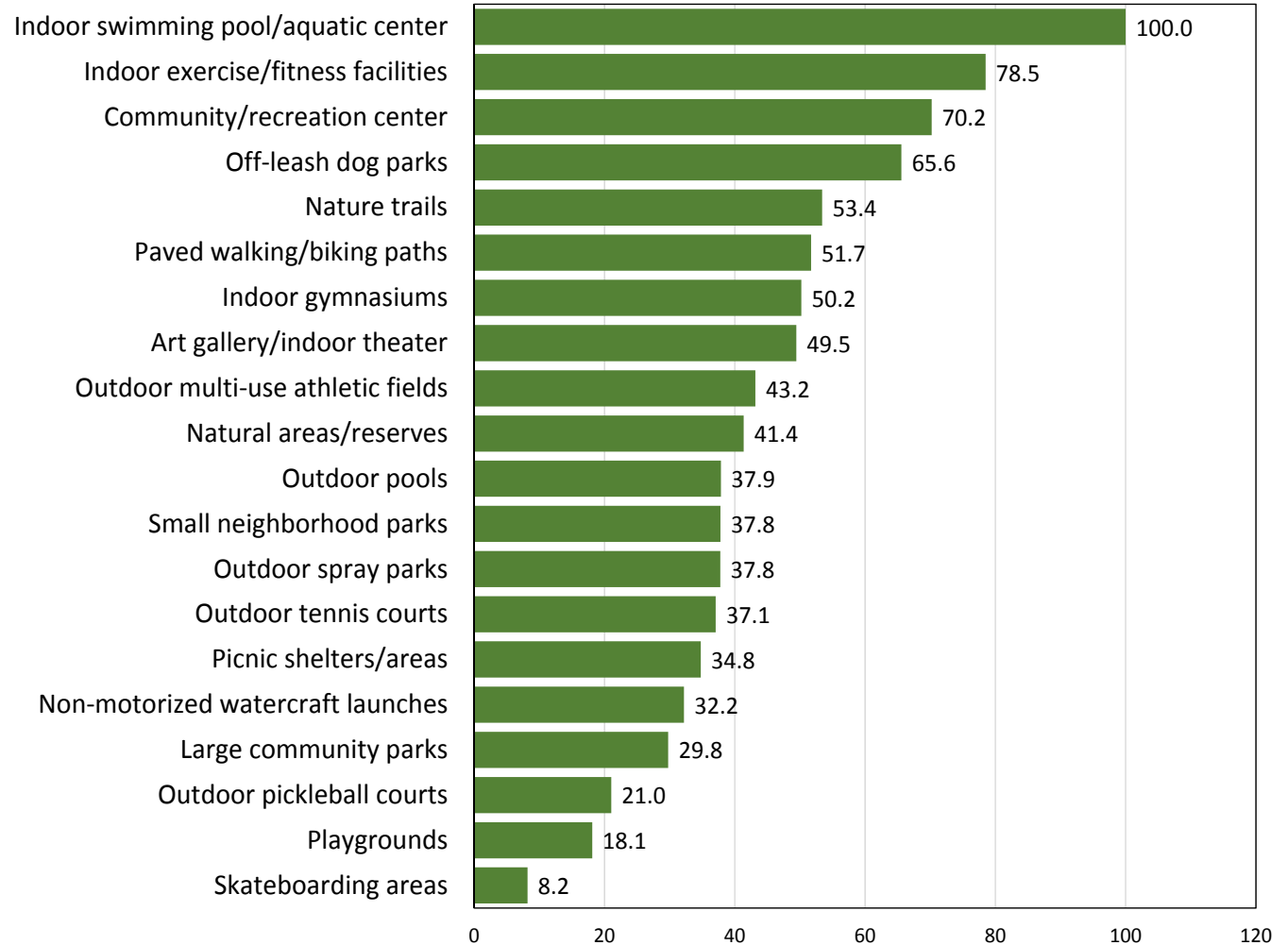


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Unmet Needs Rating for Recreation Facilities

*the rating for the item with the
most unmet need=100*

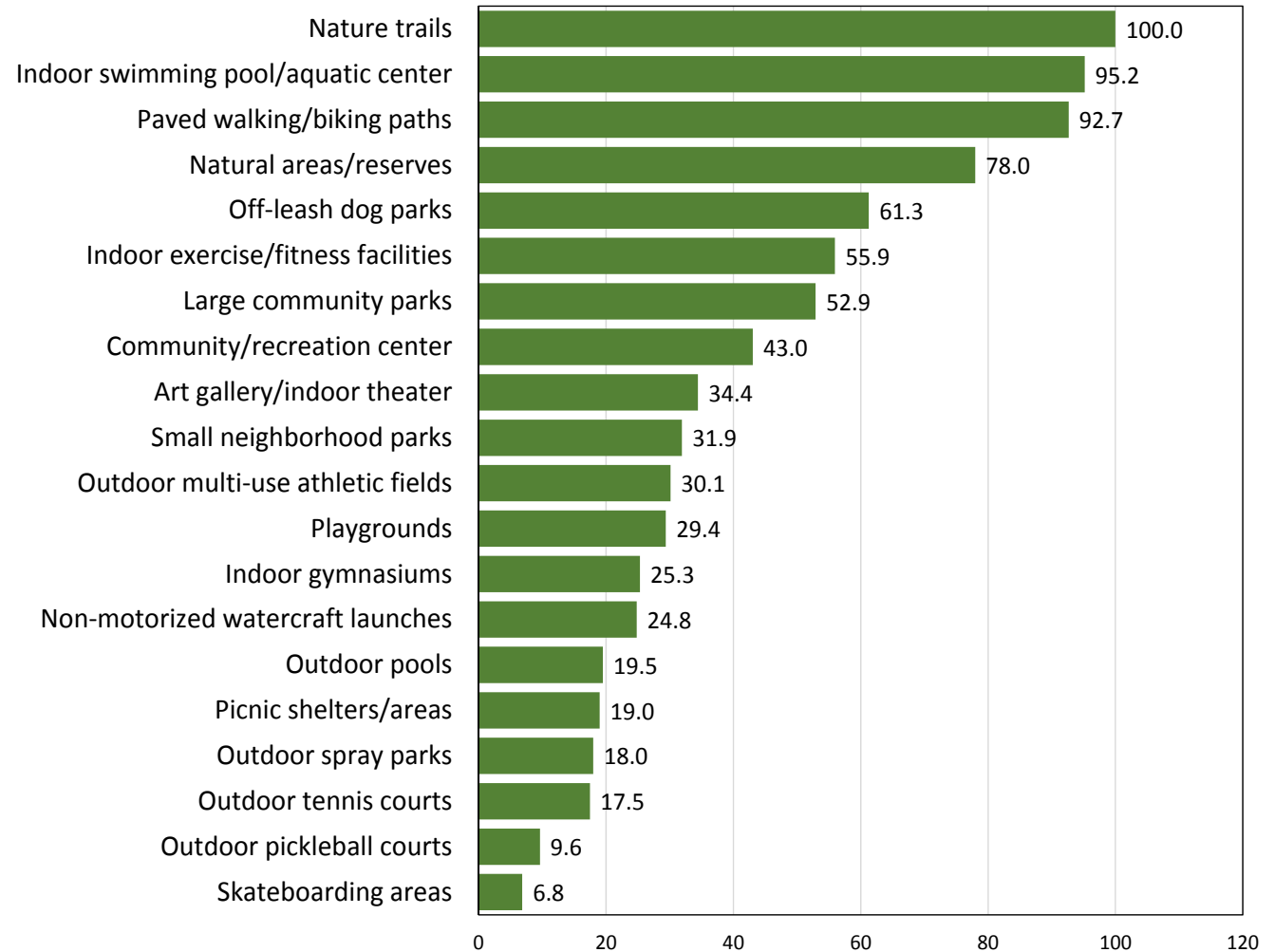
*the rating of all other items
reflects the relative amount of
unmet need for each item
compared to the item with the
most unmet need*



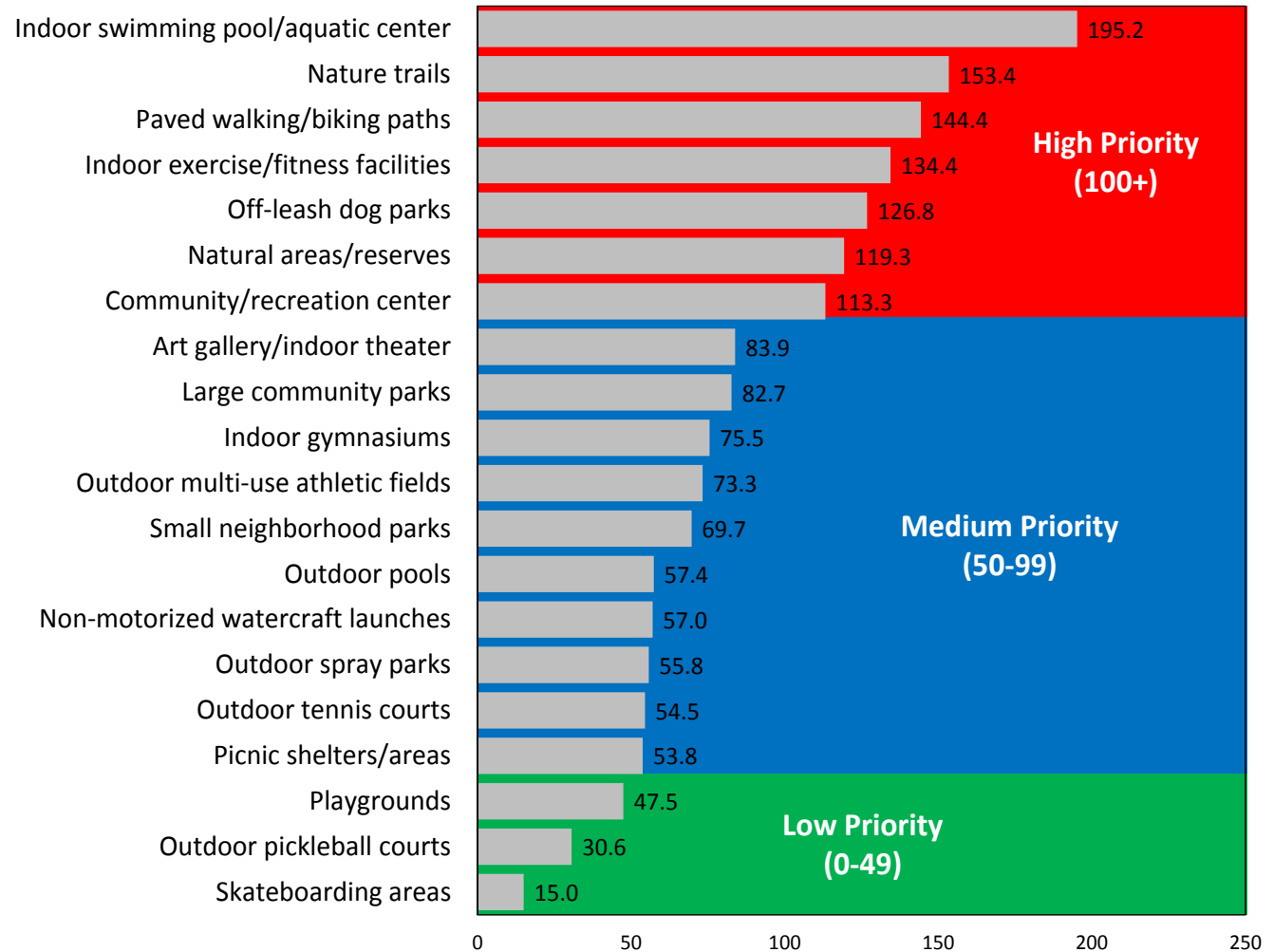
Importance Rating for Recreation Facilities

the rating for the item with the most unmet need=100

the rating of all other items reflects the relative amount of unmet need for each item compared to the item with the most unmet need



Top Priorities for Investment for Recreation Facilities Based on the Priority Investment Rating



Unmet Needs Rating for Recreation Programs/Activities

*the rating for the item with the
most unmet need=100*

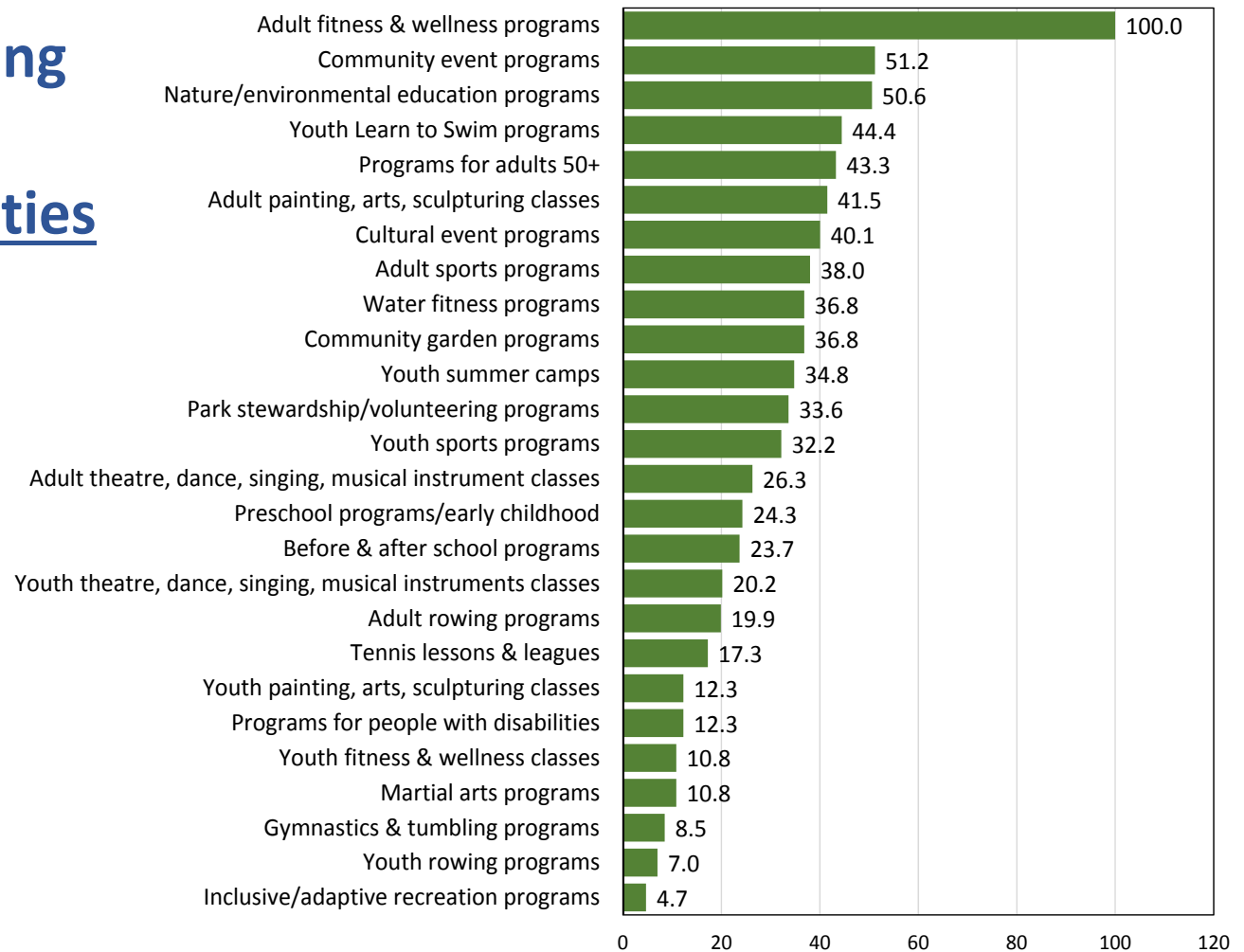
*the rating of all other items
reflects the relative amount of
unmet need for each item
compared to the item with the
most unmet need*



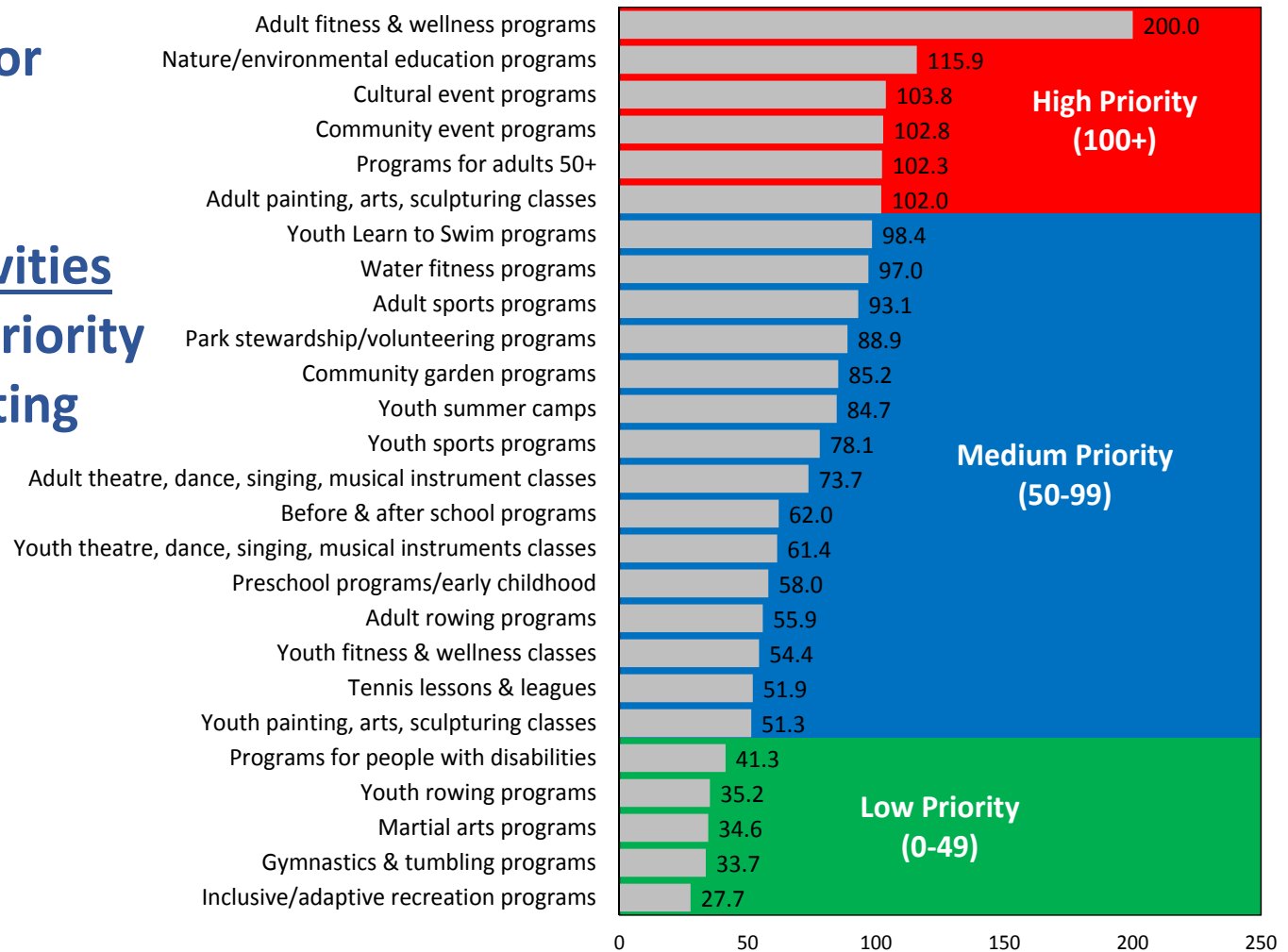
Importance Rating for Recreation Programs/Activities

*the rating for the item with the
most unmet need=100*

*the rating of all other items
reflects the relative amount of
unmet need for each item
compared to the item with the
most unmet need*



Top Priorities for Investment for Recreation Programs/Activities Based on the Priority Investment Rating



Section 3

Benchmarking Analysis

Benchmarking Summary Report

City of Kenmore, Washington

Since 1998, ETC Institute has conducted household surveys for needs assessments, feasibility studies, customer satisfaction, fees and charges comparisons, and other parks and recreation issues in more than 400 communities in 49 states across the country.

The results of these surveys has provided an unparalleled data base of information to compare responses from household residents in client communities to “National Averages” and therefore provide a unique tool to “assist organizations in better decision making.”

Communities within the data base include a full-range of municipal and county governments from 20,000 in population through over 1 million in population. They include communities in warm weather climates and cold weather climates, mature communities and some of the fastest growing cities and counties in the country.

“National Averages” have been developed for numerous strategically important parks and recreation planning and management issues including: customer satisfaction and usage of parks and programs; methods for receiving marketing information; reasons that prevent members of households from using parks and recreation facilities more often; priority recreation programs, parks, facilities and trails to improve or develop; priority programming spaces to have in planned community centers and aquatic facilities; potential attendance for planned indoor community centers and outdoor aquatic centers; etc.

Results from household responses for Kenmore, Washington were compared to National Benchmarks to gain further strategic information. A summary of all tabular comparisons are shown on the following page.

Note: The benchmarking data contained in this report is protected intellectual property. Any reproduction of the benchmarking information in this report by persons or organizations not directly affiliated with the City of Kenmore is not authorized without written consent from ETC Institute.

Benchmarking for Kenmore, Washington		
	National Average	Kenmore 2019
Have you or members of your household visited any City/County/Park District facilities over the past year?		
Yes	78%	93%
No	22%	7%
How would you rate the quality of all the parks you've visited?		
Excellent	30%	30%
Good	53%	62%
Fair	14%	8%
Poor	3%	0%

Benchmarking for Kenmore, Washington		
	National Average	Kenmore 2019
Ways respondents learn about recreation programs and activities		
Friends & family/word of mouth	49%	56%
City of Kenmore printed newsletter	24%	46%
Bothell-Kenmore Reporter newspaper	34%	36%
Local social media	25%	25%
City of Kenmore's website	37%	22%
City of Kenmore social media	25%	20%
City of Kenmore's electronic newsletter	24%	12%
Seattle Times	34%	10%
Radio	14%	4%
Organizations used for parks and recreation programs and facilities		
State Parks	38%	60%
County Parks	38%	55%
Other Cities/Park Districts	29%	53%
City Parks & Recreation Department	52%	52%
School District (Northshore School District)	24%	36%
Private Clubs	22%	17%
YMCA facilities	17%	10%
Private Youth Sports Leagues	14%	10%
Private sports clubs/leagues	13%	9%
Private schools	11%	3%
Boys/Girls Clubs	3%	2%

Benchmarking for Kenmore, Washington		
	National Average	Kenmore 2019
Recreation programs that respondent households have a need for		
Adult fitness and wellness programs	49%	54%
Nature programs/environmental education	30%	36%
Seniors/Adult programs for 50 years and older	25%	32%
Water fitness programs	27%	30%
Adult sports programs	23%	29%
Youth summer camp programs	19%	28%
Youth Learn to Swim programs	22%	28%
Youth sports programs	22%	27%
Adult arts, dance, performing arts	21%	24%
Before and after school programs	16%	24%
Youth fitness and wellness programs	17%	23%
Youth art, dance, performing arts	15%	22%
Preschool programs	13%	20%
Tennis lessons and leagues	15%	18%
Programs for people with disabilities	10%	16%
Martial arts programs	13%	13%
Gymnastics/tumbling programs	13%	13%

Benchmarking for Kenmore, Washington		
	National Average	Kenmore 2019
Most important recreation programs (sum of top choices)		
Adult fitness and wellness programs	30%	34%
Nature programs/environmental education	14%	17%
Youth Learn to Swim programs	11%	15%
Seniors/Adult programs for 50 years and older	16%	15%
Adult sports programs	10%	13%
Water fitness programs	11%	13%
Youth summer camp programs	8%	12%
Youth sports programs	12%	11%
Adult arts, dance, performing arts	9%	9%
Preschool programs	6%	8%
Before and after school programs	8%	8%
Youth art, dance, performing arts	5%	7%
Tennis lessons and leagues	5%	6%
Programs for people with special needs/disabled	4%	4%
Martial arts programs	4%	4%
Youth fitness and wellness programs	6%	4%
Gymnastics/tumbling programs	4%	3%

Benchmarking for Kenmore, Washington		
	National Average	Kenmore 2019
Parks and recreation facilities that respondent households have a need for		
Nature Center/Nature Trails	51%	72%
Walking & Biking Trails	70%	68%
Natural areas/wildlife habitats (Greenspace and natural areas)	54%	65%
Indoor Swimming Pools/Aquatic Center	39%	57%
Large Multi Use Community Parks	51%	56%
Small neighborhood parks	55%	52%
Indoor Fitness and Exercise Facilities	47%	47%
Picnic Areas and Shelters	49%	47%
Community/Recreation Centers	32%	46%
Playground Equipment	41%	39%
Off-Leash Dog Park	30%	37%
Outdoor field space	21%	33%
Community Arts Installations	25%	30%
Indoor Gyms/Multi-Purpose Rec Center	29%	29%
Splash park/pad	25%	25%
Tennis Courts	21%	25%
Outdoor Swimming Pools/Aquatic Center	41%	23%
Skateboarding Park/Area	11%	11%

Benchmarking for Kenmore, Washington		
	National Average	Kenmore 2019
Most important parks and recreation facilities (sum of top choices)		
Nature Center/Nature Trails (Nature trails/nature parks)	20%	40%
Indoor Swimming Pools/Aquatic Facilities	17%	38%
Walking & Biking Trails	45%	37%
Natural areas/wildlife habitats (Greenspace and natural areas)	21%	31%
Off-Leash Dog Park	15%	24%
Indoor Fitness and Exercise Facilities	20%	22%
Large Community Parks	20%	21%
Community/Recreation Centers	11%	17%
Community Arts Installations	8%	14%
Small Neighborhood Parks	24%	13%
Outdoor field space	7%	12%
Playground Equipment	18%	12%
Indoor Gyms/Multi-Purpose Rec Centers	10%	10%
Outdoor Swimming Pools/Aquatic Facilities	17%	8%
Picnic Areas and Shelters	14%	8%
Splash park/pad	8%	7%
Tennis Courts	6%	7%
Skateboarding Area	2%	3%
Satisfaction with the overall value received from the parks and recreation department		
Very Satisfied	24%	17%
Somewhat Satisfied	35%	37%
Neutral	22%	27%
Somewhat Dissatisfied	6%	8%
Very Dissatisfied	3%	3%
Don't Know	12%	7%

Section 4

Tabular Data

Q1. From the following list, please CHECK ALL the City of Kenmore parks or recreation facilities that you are aware of.

Q1. What are all City parks or recreation facilities you are aware of	Number	Percent
City Hall Park/Jack Crawford Skate Park	414	71.6 %
Linwood Park	97	16.8 %
Log Boom Park	549	95.0 %
Moorlands Park	258	44.6 %
Northshore Summit Park	159	27.5 %
Rhododendron Park	542	93.8 %
Squire's Landing Park	268	46.4 %
Tolt Pipeline Trail	175	30.3 %
Town Square/Hangar Building	468	81.0 %
Twin Springs Park	33	5.7 %
Wallace Swamp Creek Park	412	71.3 %
<u>Other</u>	23	4.0 %
Total	3398	

Q1-12. Other

Q1-12. Other	Number	Percent
St. Edward State Park	12	52.2 %
Park by Bastyr	1	4.3 %
Burke Gilman Trail, access to Log Boom	1	4.3 %
Blyth Park	1	4.3 %
Inglemoor HS, Kenmore MS, Arrowhead Elem, and Kenmore Elem play fields	1	4.3 %
Burke Gilman Trail and other state facilities	1	4.3 %
Bothel Landing	1	4.3 %
WAYNES GOLF COURSE	1	4.3 %
Brier Park/St Edward	1	4.3 %
SHELTON VIEW FOREST	1	4.3 %
68th Ave Bridge over river walkways	1	4.3 %
<u>Boat launch/dock</u>	1	4.3 %
Total	23	100.0 %

Q2. In the past 12 months, have you or any member of your household visited any of the City of Kenmore parks and recreation facilities listed in Question 1?

Q2. Have you visited any City parks & recreation facilities in past 12 months	Number	Percent
Yes	535	92.6 %
No	43	7.4 %
Total	578	100.0 %

Q2a. Overall, how would you rate the physical condition of ALL the City of Kenmore parks and recreation facilities you have visited?

Q2a. How would you rate overall physical condition of all City parks & recreation facilities you have visited	Number	Percent
Excellent	157	29.3 %
Good	324	60.6 %
Fair	43	8.0 %
Poor	2	0.4 %
Not provided	9	1.7 %
Total	535	100.0 %

WITHOUT "NOT PROVIDED"

Q2a. Overall, how would you rate the physical condition of ALL the City of Kenmore parks and recreation facilities you have visited? (without "not provided")

Q2a. How would you rate overall physical condition of all City parks & recreation facilities you have visited	Number	Percent
Excellent	157	29.8 %
Good	324	61.6 %
Fair	43	8.2 %
Poor	2	0.4 %
Total	526	100.0 %

Q3. From the following list, please CHECK ALL the City of Kenmore parks or recreation facilities you visit regularly.

Q3. What are City parks or recreation facilities you visit regularly	Number	Percent
City Hall Park/Jack Crawford Skate Park	48	8.3 %
Linwood Park	21	3.6 %
Log Boom Park	354	61.2 %
Moorlands Park	80	13.8 %
Northshore Summit Park	81	14.0 %
Rhododendron Park	283	49.0 %
Squire's Landing Park	49	8.5 %
Tolt Pipeline Trail	42	7.3 %
Town Square/Hangar Building	222	38.4 %
Twin Springs Park	5	0.9 %
Wallace Swamp Creek Park	153	26.5 %
<u>Other</u>	16	2.8 %
Total	1354	

Q3-12. Other

Q3-12. Other	Number	Percent
St. Edward State Park	11	68.8 %
Burke Gilman, not City owned, but accesses many areas like Log Boom	1	6.3 %
Blyth Park	1	6.3 %
Bastyr	1	6.3 %
School playground	1	6.3 %
WAYNE GOLF COURSE 2-3 TIMES A WEEK	1	6.3 %
Total	16	100.0 %

Q3a. How often do you visit the City of Kenmore park and recreation facilities you checked in Question 3?

Q3a. How often do you visit City parks & recreation facilities	Number	Percent
Daily	31	5.4 %
Weekly	169	29.2 %
Monthly	199	34.4 %
Quarterly	122	21.1 %
Not provided	57	9.9 %
Total	578	100.0 %

WITHOUT "NOT PROVIDED"**Q3a. How often do you visit the City of Kenmore park and recreation facilities you checked in Question 3? (without "not provided")**

Q3a. How often do you visit City parks & recreation facilities	Number	Percent
Daily	31	6.0 %
Weekly	169	32.4 %
Monthly	199	38.2 %
Quarterly	122	23.4 %
Total	521	100.0 %

Q3b. How do you access the City of Kenmore parks and recreation facilities you checked in Question 3?

Q3b. How do you access City parks & recreation facilities	Number	Percent
Walk	327	56.6 %
Bike	100	17.3 %
Bus	6	1.0 %
Drive	396	68.5 %
Total	829	

Q4. On a scale from 1 to 10, where 1 is "not at all satisfied" and 10 is "extremely satisfied," how satisfied are you with the number of City-owned parks and recreation facilities in the City of Kenmore?

(N=578)

	Not at all satisfied	2	3	4	5	6	7	8	9	Extreme- ly satisfied	Not provided
Q4. How satisfied are you with number of City-owned parks & recreation facilities in City of Kenmore	0.7%	0.3%	1.4%	2.2%	8.3%	7.1%	15.9%	27.9%	12.6%	17.5%	6.1%

WITHOUT "NOT PROVIDED"

Q4. On a scale from 1 to 10, where 1 is "not at all satisfied" and 10 is "extremely satisfied," how satisfied are you with the number of City-owned parks and recreation facilities in the City of Kenmore? (without "not provided")

(N=578)

	Not at all satisfied	2	3	4	5	6	7	8	9	Extreme- ly satisfied
Q4. How satisfied are you with number of City-owned parks & recreation facilities in City of Kenmore	0.7%	0.4%	1.5%	2.4%	8.8%	7.6%	16.9%	29.7%	13.4%	18.6%

Q5. On a scale from 1 to 10, where 1 is "not at all satisfied" and 10 is "extremely satisfied," how satisfied are you with the progress that the City is making in improving and investing in parks and recreation facilities in the City of Kenmore?

(N=578)

	Not at all satisfied	2	3	4	5	6	7	8	9	Extreme- ly satisfied	Not provided
Q5. How satisfied are you with progress that City is making in improving & investing in parks & recreation facilities in City of Kenmore	1.0%	1.4%	1.2%	2.4%	9.9%	9.2%	12.6%	24.2%	11.6%	17.0%	9.5%

WITHOUT "NOT PROVIDED"

Q5. On a scale from 1 to 10, where 1 is "not at all satisfied" and 10 is "extremely satisfied," how satisfied are you with the progress that the City is making in improving and investing in parks and recreation facilities in the City of Kenmore? (without "not provided")

(N=578)

	Not at all satisfied	2	3	4	5	6	7	8	9	Extreme- ly satisfied
Q5. How satisfied are you with progress that City is making in improving & investing in parks & recreation facilities in City of Kenmore	1.1%	1.5%	1.3%	2.7%	10.9%	10.1%	14.0%	26.8%	12.8%	18.7%

Q6. From the following list, please CHECK ALL the parks and recreation facilities operated by OTHER providers that you visit regularly in the City of Kenmore.

Q6. What are all parks & recreation facilities operated by other providers you visit regularly	Number	Percent
Aqua Club Swimming Pool	53	9.2 %
Bastyr University Outdoor Recreation Facilities	162	28.0 %
Burke Gilman Trail	431	74.6 %
Inglewood Golf Course	51	8.8 %
Kenmore Community Club	24	4.2 %
Kenmore Senior Center	38	6.6 %
School Athletic Fields	98	17.0 %
School Playgrounds	124	21.5 %
St. Edward State Park	430	74.4 %
<u>Other</u>	8	1.4 %
Total	1419	

Q6-10. Other

Q6-10. Other	Number	Percent
WAYNE GOLF COURSE	2	25.0 %
Bastyr baseball & soccer fields, King & Snohomish County Athletic Fields	1	12.5 %
MLT Pool	1	12.5 %
Bothell	1	12.5 %
PRIVATE CLUBS	1	12.5 %
Kenmore boat launch area	1	12.5 %
<u>Lynwood Recreation Center Pool</u>	1	12.5 %
Total	8	100.0 %

Q7. From the following list, please check the FOUR park features found in public parks that are MOST IMPORTANT to you and your household.

Q7. What are park features found in public parks that are most important to you & your household	Number	Percent
Benches & picnic tables	242	41.9 %
Bike racks	35	6.1 %
Drinking fountains	91	15.7 %
Landscaping	189	32.7 %
Park lighting	103	17.8 %
Parking	315	54.5 %
Picnic shelters	41	7.1 %
Restrooms	421	72.8 %
Signage	30	5.2 %
Trash receptacles & removal	276	47.8 %
Walking paths	387	67.0 %
Other	74	12.8 %
Total	2204	

Q7-12. Other

Q7-12. Other	Number	Percent
Playground	16	21.6 %
Play equipment	8	10.8 %
Playground equipment	2	2.7 %
Dog friendly area	2	2.7 %
Lake access	2	2.7 %
POOL	2	2.7 %
Off leash area	2	2.7 %
We need a dog park	1	1.4 %
Condition of athletic fields or fields that can be used for sports	1	1.4 %
Children's play equipment	1	1.4 %
Paddle board kayak launches	1	1.4 %
Accessibility by direct footpaths through easements and protected sidewalks	1	1.4 %
Playground equipment and space for children to play	1	1.4 %
Basketball court	1	1.4 %
Need a dog run area	1	1.4 %
Bike & running trails	1	1.4 %
Views, open spaces, access to river or lake	1	1.4 %
LARGER/BETTER BOAT LAUNCH	1	1.4 %
Baseball fields	1	1.4 %
Kids play structures	1	1.4 %
Pickleball courts	1	1.4 %
PLAY AREAS	1	1.4 %
BALL FIELDS	1	1.4 %
Natural habitat & wildlife along Sammamish and Swamp Creek shorelines/areas	1	1.4 %
Sidewalks	1	1.4 %
Natural woods or shoreline	1	1.4 %
VOTER ACCESS/WATER VIEWS	1	1.4 %
PRESERVE NATURAL AREAS	1	1.4 %
Public art	1	1.4 %
Kids playground	1	1.4 %
REGULAR SERVICE AND MAINTAINED	1	1.4 %
DOGS ALLOWED	1	1.4 %
Shade	1	1.4 %
BIKE PATHS	1	1.4 %
Play structures	1	1.4 %
SIDEWALKS TO PARK	1	1.4 %
Waterfront access/view from car for birding	1	1.4 %
WATERFRONT AMENITIES	1	1.4 %
BEACH	1	1.4 %
Fence enclosure for children safety	1	1.4 %
SAFETY	1	1.4 %
Children's play area	1	1.4 %
Playgrounds/places to play	1	1.4 %
Swings for babies and play areas for little ones	1	1.4 %

Q7-12. Other

<u>Q7-12. Other</u>	<u>Number</u>	<u>Percent</u>
Dogs allowed off leash	1	1.4 %
Basketball hoops, baseball fields	1	1.4 %
<u>MOUNTAIN BIKE TRAILS</u>	<u>1</u>	<u>1.4 %</u>
Total	74	100.0 %

Q8. Of the park features listed in Question 7, please choose the THREE park features you feel are MOST IMPORTANT to be added or improved in Kenmore?

Q8. Top choice	Number	Percent
Benches & picnic tables	27	4.7 %
Bike racks	4	0.7 %
Drinking fountains	11	1.9 %
Landscaping	45	7.8 %
Park lighting	28	4.8 %
Parking	46	8.0 %
Picnic shelters	13	2.2 %
Restrooms	92	15.9 %
Signage	6	1.0 %
Trash receptacles & removal	25	4.3 %
Walking paths	144	24.9 %
Other	51	8.8 %
None chosen	86	14.9 %
Total	578	100.0 %

Q8. Of the park features listed in Question 7, please choose the THREE park features you feel are MOST IMPORTANT to be added or improved in Kenmore?

Q8. 2nd choice	Number	Percent
Benches & picnic tables	58	10.0 %
Bike racks	7	1.2 %
Drinking fountains	27	4.7 %
Landscaping	44	7.6 %
Park lighting	27	4.7 %
Parking	65	11.2 %
Picnic shelters	7	1.2 %
Restrooms	78	13.5 %
Signage	9	1.6 %
Trash receptacles & removal	68	11.8 %
Walking paths	78	13.5 %
Other	11	1.9 %
None chosen	99	17.1 %
Total	578	100.0 %

Q8. Of the park features listed in Question 7, please choose the THREE park features you feel are MOST IMPORTANT to be added or improved in Kenmore?

Q8. 3rd choice	Number	Percent
Benches & picnic tables	51	8.8 %
Bike racks	14	2.4 %
Drinking fountains	26	4.5 %
Landscaping	41	7.1 %
Park lighting	28	4.8 %
Parking	54	9.3 %
Picnic shelters	15	2.6 %
Restrooms	92	15.9 %
Signage	14	2.4 %
Trash receptacles & removal	55	9.5 %
Walking paths	50	8.7 %
Other	5	0.9 %
None chosen	133	23.0 %
Total	578	100.0 %

SUM OF THE TOP THREE CHOICES

Q8. Of the park features listed in Question 7, please choose the THREE park features you feel are MOST IMPORTANT to be added or improved in Kenmore? (top 3)

Q8. Top choice	Number	Percent
Benches & picnic tables	136	23.5 %
Bike racks	25	4.3 %
Drinking fountains	64	11.1 %
Landscaping	130	22.5 %
Park lighting	83	14.4 %
Parking	165	28.5 %
Picnic shelters	35	6.1 %
Restrooms	262	45.3 %
Signage	29	5.0 %
Trash receptacles & removal	148	25.6 %
Walking paths	272	47.1 %
Other	67	11.6 %
None chosen	86	14.9 %
Total	1502	

Q9. From the following list, please CHECK ALL the organizations that you and members of your household use for parks, recreation and cultural programs and facilities.

Q9. What are organizations you use for parks, recreation & cultural programs & facilities	Number	Percent
Aqua Club	50	8.7 %
Arts of Kenmore	45	7.8 %
Boys & Girls Club	11	1.9 %
Cities of Bothell, Kirkland, Woodinville, Lake Forest Park	305	52.8 %
City of Kenmore	298	51.6 %
Inglewood Golf Club	43	7.4 %
Kenmore Community Club	22	3.8 %
Kenmore Heritage Society Events	15	2.6 %
Kenmore Senior Center	36	6.2 %
Kenmore Waterfront Activities Center (KWAC)	67	11.6 %
King County Parks	318	55.0 %
Non-profit organizations	60	10.4 %
Northshore Performing Arts Center	111	19.2 %
Northshore School District	205	35.5 %
Northshore Senior Center	51	8.8 %
Private agencies & organizations	52	9.0 %
Private clubs (tennis, health & fitness)	99	17.1 %
Private schools	16	2.8 %
Private youth sports leagues	56	9.7 %
State parks	346	59.9 %
YMCA facility	60	10.4 %
YMCA off-site summer lunch program	3	0.5 %
Other	27	4.7 %
Total	2296	

Q9-23. Other

<u>Q9-23. Other</u>	<u>Number</u>	<u>Percent</u>
King County Library System	2	7.4 %
I use City of Seattle for public pool fitness activities	1	3.7 %
Public recreation center	1	3.7 %
Dog parks	1	3.7 %
We used Carole Anne Wald Pool at St Eds	1	3.7 %
City/County trails like Samammish Lake Trail, Interurban Trail	1	3.7 %
Arrowhead School	1	3.7 %
CAMP ROOTS	1	3.7 %
Seattle Community Centers	1	3.7 %
Kenmore Library	1	3.7 %
Kenmore Gun Club	1	3.7 %
Shoreline Pool	1	3.7 %
National parks, DNR, etc.	1	3.7 %
Lynnwood Community Center	1	3.7 %
Kenmores new As If Theatre	1	3.7 %
Kenmore shooting range	1	3.7 %
CITIES OF SEATTLE & LAKE FOREST PARKS, EDMONDS WATERFRONT	1	3.7 %
Mount Lake Terrace Pool, Shoreline Summer Camps, YMCA Summer Camps	1	3.7 %
VOLUNTEER ENDEAVORS	1	3.7 %
Bothell United Methodist Church	1	3.7 %
Third Place Books	1	3.7 %
Lynnwood Recreation Center Pool, Indoor Playgrounds at Rec Centers	1	3.7 %
Preschool	1	3.7 %
Adult intramural sports teams	1	3.7 %
Lynwood Recreation Center Pool	1	3.7 %
<u>COLUMBIA ATHLETIC CLUB</u>	<u>1</u>	<u>3.7 %</u>
Total	27	100.0 %

Q10. On a scale from 1 to 10, where 1 is "no opportunities" and 10 is "extensive opportunities," how would you rate the recreational opportunities in the City of Kenmore?

(N=578)

	No opportu- nities	2	3	4	5	6	7	8	9	Extensi- ve opportu- nities	Not provided
Q10. How would you rate recreational opportunitie- s in City of Kenmore	1.4%	1.6%	3.5%	3.8%	15.4%	14.0%	19.2%	21.8%	6.1%	8.3%	5.0%

WITHOUT "NOT PROVIDED"

Q10. On a scale from 1 to 10, where 1 is "no opportunities" and 10 is "extensive opportunities," how would you rate the recreational opportunities in the City of Kenmore? (without "not provided")

(N=578)

	No opportu- nities	2	3	4	5	6	7	8	9	Extensi- ve opportu- nities
Q10. How would you rate recreational opportunities in City of Kenmore	1.5%	1.6%	3.6%	4.0%	16.2%	14.8%	20.2%	23.0%	6.4%	8.7%

Q11. On a scale from 1 to 10, where 1 is "lowest quality" and 10 is "highest quality," how would you rate the quality of recreation programs or classes in the City of Kenmore?

(N=578)

	Lowest quality	2	3	4	5	6	7	8	9	Highest quality	Not provided
Q11. How would you rate quality of recreation programs or classes in City of Kenmore	2.6%	2.9%	4.8%	3.5%	14.0%	10.0%	13.8%	13.5%	4.5%	4.2%	26.1%

WITHOUT "NOT PROVIDED"

Q11. On a scale from 1 to 10, where 1 is "lowest quality" and 10 is "highest quality," how would you rate the quality of recreation programs or classes in the City of Kenmore? (without "not provided")

(N=578)

	Lowest quality	2	3	4	5	6	7	8	9	Highest quality
Q11. How would you rate quality of recreation programs or classes in City of Kenmore	3.5%	4.0%	6.6%	4.7%	19.0%	13.6%	18.7%	18.3%	6.1%	5.6%

Q12. How do you currently get information about recreational, cultural, and community event programs in the City of Kenmore?

Q12. How do you currently get information about recreational, cultural, & community event programs	Number	Percent
Bothell-Kenmore Reporter newspaper	209	36.2 %
City of Kenmore printed newsletter	265	45.8 %
City of Kenmore social media	117	20.2 %
City of Kenmore's electronic newsletter	68	11.8 %
City of Kenmore's website (Kenmorewa.gov)	127	22.0 %
Friends & family/word of mouth	323	55.9 %
Local social media	146	25.3 %
Online search engine	136	23.5 %
Radio	25	4.3 %
Seattle Times	59	10.2 %
Other	35	6.1 %
Total	1510	

Q12-11. Other

Q12-11. Other	Number	Percent
Mail	2	5.7 %
Nextdoor	2	5.7 %
Emails	2	5.7 %
I'm administrator of Facebook Kenmore Neighbors & Our Neighbor St Edward State Park	1	2.9 %
Exploring on my own	1	2.9 %
Uplake newsletters	1	2.9 %
Emails sent out by various non-profit organizations	1	2.9 %
Family members	1	2.9 %
ROAD SIGNS	1	2.9 %
DRIVING BY AND SEEING AN EVENT TAKING PLACE	1	2.9 %
Kenmore Library	1	2.9 %
Signs	1	2.9 %
NORTHSORE SENIOR CENTER NEWSLETTER	1	2.9 %
Non profit network	1	2.9 %
BANNER 68TH & BOTHER HWY	1	2.9 %
SIGNS/BANNERS	1	2.9 %
ADVERTISEMENT BANNER	1	2.9 %
Signage	1	2.9 %
KENMORE NEIGHBORS FACEBOOK PAGE	1	2.9 %
BANNERS/POSTERS/AD BOARDS	1	2.9 %
Signs, reader boards, outdoor advertising, business easels	1	2.9 %
SANDWICH BOARDS AT CITY HALL	1	2.9 %
GOOGLE	1	2.9 %
Postings at Swamp Creek Park	1	2.9 %
Don't know where to look	1	2.9 %
Kenmore neighbors	1	2.9 %
Facebook/internet, signs for outdoor music/events	1	2.9 %
School	1	2.9 %
Postings in library	1	2.9 %
KENMORE SENIOR CENTER BULLETIN BOARD AND HANGER	1	2.9 %
I don't but wish I did and knew how to	1	2.9 %
GETTING OUTSIDE AND EXPLORING	1	2.9 %
Total	35	100.0 %

Q13. Listed below are a number of potential actions the City of Kenmore could take in the future to improve and expand parks and recreation facilities in Kenmore. Using a scale of 1 to 4, where 4 means "very supportive" and 1 means "not supportive," please indicate how supportive you and your household are of the City taking each of the following actions.

(N=578)

	Very supportive	Somewhat supportive	Not sure	Not supportive	Not provided
Q13-1. Acquire shoreline for water/beach access	67.0%	16.1%	7.8%	5.5%	3.6%
Q13-2. Acquiring properties for developing new parks/recreation	49.0%	26.0%	12.3%	8.0%	4.8%
Q13-3. Acquiring properties to preserve natural open space & wildlife habitat	58.5%	21.8%	9.9%	5.5%	4.3%
Q13-4. Develop a community garden	23.4%	28.9%	27.7%	14.9%	5.2%
Q13-5. Develop new sports courts (tennis, pickleball, basketball)	26.1%	31.5%	24.7%	12.8%	4.8%
Q13-6. Develop a new indoor community recreation center with a gymnasium, weight room, rental/meeting space, fitness/dance room	35.3%	23.7%	20.2%	15.6%	5.2%
Q13-7. Develop a new outdoor at grade water play area (splash pad/spray park)	25.3%	24.9%	26.3%	17.5%	6.1%
Q13-8. Develop a new regional indoor community aquatic center with features such as water slides, zero depth/walk in entry, lap lanes for exercise, spray fountains, etc.	42.6%	18.3%	15.9%	18.0%	5.2%

Q13. Listed below are a number of potential actions the City of Kenmore could take in the future to improve and expand parks and recreation facilities in Kenmore. Using a scale of 1 to 4, where 4 means "very supportive" and 1 means "not supportive," please indicate how supportive you and your household are of the City taking each of the following actions.

	Very supportive	Somewhat supportive	Not sure	Not supportive	Not provided
Q13-9. Develop an off-leash dog area	32.4%	21.6%	22.5%	17.8%	5.7%
Q13-10. Develop multi-purpose paths/trails in parks	50.9%	31.0%	10.4%	3.3%	4.5%
Q13-11. Develop multi-purpose trails connecting to parks	54.5%	26.8%	10.0%	3.6%	5.0%
Q13-12. Develop non-motorized watercraft launches & rowing facilities	26.6%	30.3%	24.4%	13.0%	5.7%
Q13-13. Develop parks with play equipment & swings	27.7%	34.1%	23.5%	8.0%	6.7%
Q13-14. Develop skateboarding areas	8.8%	18.0%	35.1%	31.5%	6.6%
Q13-15. Upgrade existing neighborhood parks & playgrounds	40.7%	35.3%	15.1%	3.8%	5.2%
Q13-16. Upgrade natural areas	44.1%	29.9%	16.4%	4.2%	5.4%
Q13-17. Upgrade nature trails	46.9%	32.5%	11.9%	3.5%	5.2%
Q13-18. Upgrade or develop outdoor multi-use athletic fields (soccer/ lacrosse/ultimate frisbee/ baseball/softball, etc.)	27.0%	32.2%	24.2%	9.9%	6.7%
Q13-19. Other	97.8%	0.0%	2.2%	0.0%	0.0%

WITHOUT "NOT PROVIDED"

Q13. Listed below are a number of potential actions the City of Kenmore could take in the future to improve and expand parks and recreation facilities in Kenmore. Using a scale of 1 to 4, where 4 means "very supportive" and 1 means "not supportive," please indicate how supportive you and your household are of the City taking each of the following actions. (without "not provided")

(N=578)

	Very supportive	Somewhat supportive	Not sure	Not supportive
Q13-1. Acquire shoreline for water/beach access	69.5%	16.7%	8.1%	5.7%
Q13-2. Acquiring properties for developing new parks/recreation	51.5%	27.3%	12.9%	8.4%
Q13-3. Acquiring properties to preserve natural open space & wildlife habitat	61.1%	22.8%	10.3%	5.8%
Q13-4. Develop a community garden	24.6%	30.5%	29.2%	15.7%
Q13-5. Develop new sports courts (tennis, pickleball, basketball)	27.5%	33.1%	26.0%	13.5%
Q13-6. Develop a new indoor community recreation center with a gymnasium, weight room, rental/meeting space, fitness/dance room	37.2%	25.0%	21.4%	16.4%
Q13-7. Develop a new outdoor at grade water play area (splash pad/spray park)	26.9%	26.5%	28.0%	18.6%
Q13-8. Develop a new regional indoor community aquatic center with features such as water slides, zero depth/walk in entry, lap lanes for exercise, spray fountains, etc.	44.9%	19.3%	16.8%	19.0%
Q13-9. Develop an off-leash dog area	34.3%	22.9%	23.9%	18.9%
Q13-10. Develop multi-purpose paths/trails in parks	53.3%	32.4%	10.9%	3.4%
Q13-11. Develop multi-purpose trails connecting to parks	57.4%	28.2%	10.6%	3.8%
Q13-12. Develop non-motorized watercraft launches & rowing facilities	28.3%	32.1%	25.9%	13.8%

WITHOUT "NOT PROVIDED"

Q13. Listed below are a number of potential actions the City of Kenmore could take in the future to improve and expand parks and recreation facilities in Kenmore. Using a scale of 1 to 4, where 4 means "very supportive" and 1 means "not supportive," please indicate how supportive you and your household are of the City taking each of the following actions. (without "not provided")

	Very supportive	Somewhat supportive	Not sure	Not supportive
Q13-13. Develop parks with play equipment & swings	29.7%	36.5%	25.2%	8.5%
Q13-14. Develop skateboarding areas	9.4%	19.3%	37.6%	33.7%
Q13-15. Upgrade existing neighborhood parks & playgrounds	42.9%	37.2%	15.9%	4.0%
Q13-16. Upgrade natural areas	46.6%	31.6%	17.4%	4.4%
Q13-17. Upgrade nature trails	49.5%	34.3%	12.6%	3.6%
Q13-18. Upgrade or develop outdoor multi-use athletic fields (soccer/lacrosse/ultimate frisbee/baseball/softball, etc.)	28.9%	34.5%	26.0%	10.6%
Q13-19. Other	97.8%	0.0%	2.2%	0.0%

Q13-19. Other

Q13-19. Other	Number	Percent
Please put sidewalks into your plans, they make walking safer	1	2.2 %
Preserving natural habitats of Sammamish/Swamp Creek shorelines	1	2.2 %
Provide off leash trails for dogs	1	2.2 %
Cycling, running, paddling access to Burke-Gilman & Sammamish River/Lake	1	2.2 %
Rowing facility	1	2.2 %
Off leash dog park	1	2.2 %
Develop new baseball and soccer fields	1	2.2 %
Build a multi-sport turf & lighted field complex with parking & concessions	1	2.2 %
Develop boardwalk and bridges at mouth of Sammamish River	1	2.2 %
Community space with cafe	1	2.2 %
Remove seagrass/seaweed Log Boom	1	2.2 %
Safe walking to parks	1	2.2 %
Sidewalks	1	2.2 %
LARGER BOAT LAUNCH LIKE COULON PARK	1	2.2 %
PUBLIC GOLF COURSE	1	2.2 %
Stop spending on random art at intersection corners	1	2.2 %
GOLF COURSE (CONVERT 9 HOLES OF WAYNES)	1	2.2 %
SIDEWALKS IN ALL KENMORE NEIGHBORHOODS	1	2.2 %
BIKE FREE WALKING PATHS ON THE WATER FRONT	1	2.2 %
UNDERGROUND POWERLINES	1	2.2 %
MAKE KENMORE FERRY TO ACCESS WAKE WAYS	1	2.2 %
Swimming pool	1	2.2 %
Community level composting able to bring stuff from multi-family apts	1	2.2 %
Spend wisely	1	2.2 %
DEVELOP WATERFRONT/SHORELINE	1	2.2 %
Public art in the Parks	1	2.2 %
WATERFRONT DEVELOPMENT LIKE DT KIRKLAND	1	2.2 %
We need a pool	1	2.2 %
Acquiring properties to preserve natural open space and wildlife habitat	1	2.2 %
ENHANCE WALKABILITY IN CITY	1	2.2 %
Youth sailing classes	1	2.2 %
CONVERT EXISTING CITY OWNED SHORELINES FOR PUBLIC RECREATION	1	2.2 %
SWIMMING POOLS/ICE ARENAS	1	2.2 %
DEVELOP DOWNTOWN	1	2.2 %

Q13-19. Other

Q13-19. Other	Number	Percent
Develop a park for inclement weather	1	2.2 %
INVEST IN BUSINESSES	1	2.2 %
NATURAL AREAS RESTORATION PROGRAM	1	2.2 %
Build a park/garden/wildlife reserve on the vacant lot at 7032 NE 182nd St	1	2.2 %
Handicap access	1	2.2 %
PROVIDE BETTER VIEW OF LAKE FROM LOG BOOM PARK	1	2.2 %
COMMUNITY CENTER, WATER ACCESS, DOG PARKS AND SPORTS FIELDS	1	2.2 %
UPGRADE AND OFFER FREE ACCESS AT ST EDWARDS POOL	1	2.2 %
MORE SIDEWALKS	1	2.2 %
MINDFUL DEVELOPMENT OF WATERFRONT	1	2.2 %
PUBLIC FLOATING DOCK AT LOG BOOM PARK/ PIER FOR BOATS	1	2.2 %
Total	45	100.0 %

Q14. Which THREE of the actions from the list in Question 13 are MOST IMPORTANT to you and members of your household?

Q14. Top choice	Number	Percent
Acquire shoreline for water/beach access	116	20.1 %
Acquiring properties for developing new parks/recreation	13	2.2 %
Acquiring properties to preserve natural open space & wildlife habitat	53	9.2 %
Develop a community garden	5	0.9 %
Develop new sports courts (tennis, pickleball, basketball)	16	2.8 %
Develop a new indoor community recreation center with a gymnasium, weight room, rental/meeting space, fitness/dance room	27	4.7 %
Develop a new outdoor at grade water play area (splash pad/spray park)	7	1.2 %
Develop a new regional indoor community aquatic center with features such as water slides, zero depth/walk in entry, lap lanes for exercise, spray fountains, etc.	85	14.7 %
Develop an off-leash dog area	57	9.9 %
Develop multi-purpose paths/trails in parks	28	4.8 %
Develop multi-purpose trails connecting to parks	20	3.5 %
Develop non-motorized watercraft launches & rowing facilities	10	1.7 %
Develop parks with play equipment & swings	6	1.0 %
Develop skateboarding areas	1	0.2 %
Upgrade existing neighborhood parks & playgrounds	22	3.8 %
Upgrade natural areas	8	1.4 %
Upgrade nature trails	18	3.1 %
Upgrade or develop outdoor multi-use athletic fields (soccer/lacrosse/ultimate frisbee/baseball/softball, etc.)	16	2.8 %
Other	21	3.6 %
None chosen	49	8.5 %
Total	578	100.0 %

Q14. Which THREE of the actions from the list in Question 13 are MOST IMPORTANT to you and members of your household?

Q14. 2nd choice	Number	Percent
Acquire shoreline for water/beach access	65	11.2 %
Acquiring properties for developing new parks/recreation	37	6.4 %
Acquiring properties to preserve natural open space & wildlife habitat	56	9.7 %
Develop a community garden	20	3.5 %
Develop new sports courts (tennis, pickleball, basketball)	21	3.6 %
Develop a new indoor community recreation center with a gymnasium, weight room, rental/meeting space, fitness/dance room	46	8.0 %
Develop a new outdoor at grade water play area (splash pad/spray park)	19	3.3 %
Develop a new regional indoor community aquatic center with features such as water slides, zero depth/walk in entry, lap lanes for exercise, spray fountains, etc.	44	7.6 %
Develop an off-leash dog area	27	4.7 %
Develop multi-purpose paths/trails in parks	36	6.2 %
Develop multi-purpose trails connecting to parks	45	7.8 %
Develop non-motorized watercraft launches & rowing facilities	10	1.7 %
Develop parks with play equipment & swings	16	2.8 %
Develop skateboarding areas	1	0.2 %
Upgrade existing neighborhood parks & playgrounds	17	2.9 %
Upgrade natural areas	20	3.5 %
Upgrade nature trails	26	4.5 %
Upgrade or develop outdoor multi-use athletic fields (soccer/lacrosse/ultimate frisbee/baseball/softball, etc.)	11	1.9 %
Other	3	0.5 %
None chosen	58	10.0 %
Total	578	100.0 %

Q14. Which THREE of the actions from the list in Question 13 are MOST IMPORTANT to you and members of your household?

Q14. 3rd choice	Number	Percent
Acquire shoreline for water/beach access	46	8.0 %
Acquiring properties for developing new parks/recreation	18	3.1 %
Acquiring properties to preserve natural open space & wildlife habitat	33	5.7 %
Develop a community garden	27	4.7 %
Develop new sports courts (tennis, pickleball, basketball)	16	2.8 %
Develop a new indoor community recreation center with a gymnasium, weight room, rental/meeting space, fitness/dance room	37	6.4 %
Develop a new outdoor at grade water play area (splash pad/spray park)	14	2.4 %
Develop a new regional indoor community aquatic center with features such as water slides, zero depth/walk in entry, lap lanes for exercise, spray fountains, etc.	40	6.9 %
Develop an off-leash dog area	32	5.5 %
Develop multi-purpose paths/trails in parks	42	7.3 %
Develop multi-purpose trails connecting to parks	37	6.4 %
Develop non-motorized watercraft launches & rowing facilities	22	3.8 %
Develop parks with play equipment & swings	18	3.1 %
Develop skateboarding areas	4	0.7 %
Upgrade existing neighborhood parks & playgrounds	35	6.1 %
Upgrade natural areas	23	4.0 %
Upgrade nature trails	42	7.3 %
Upgrade or develop outdoor multi-use athletic fields (soccer/lacrosse/ultimate frisbee/baseball/softball, etc.)	16	2.8 %
Other	4	0.7 %
None chosen	72	12.5 %
Total	578	100.0 %

SUM OF THE TOP THREE CHOICES

Q14. Which THREE of the actions from the list in Question 13 are MOST IMPORTANT to you and members of your household? (top 3)

Q14. Top choice	Number	Percent
Acquire shoreline for water/beach access	227	39.3 %
Acquiring properties for developing new parks/recreation	68	11.8 %
Acquiring properties to preserve natural open space & wildlife habitat	142	24.6 %
Develop a community garden	52	9.0 %
Develop new sports courts (tennis, pickleball, basketball)	53	9.2 %
Develop a new indoor community recreation center with a gymnasium, weight room, rental/meeting space, fitness/dance room	110	19.0 %
Develop a new outdoor at grade water play area (splash pad/spray park)	40	6.9 %
Develop a new regional indoor community aquatic center with features such as water slides, zero depth/walk in entry, lap lanes for exercise, spray fountains, etc.	169	29.2 %
Develop an off-leash dog area	116	20.1 %
Develop multi-purpose paths/trails in parks	106	18.3 %
Develop multi-purpose trails connecting to parks	102	17.6 %
Develop non-motorized watercraft launches & rowing facilities	42	7.3 %
Develop parks with play equipment & swings	40	6.9 %
Develop skateboarding areas	6	1.0 %
Upgrade existing neighborhood parks & playgrounds	74	12.8 %
Upgrade natural areas	51	8.8 %
Upgrade nature trails	86	14.9 %
Upgrade or develop outdoor multi-use athletic fields (soccer/lacrosse/ultimate frisbee/baseball/softball, etc.)	43	7.4 %
Other	28	4.8 %
None chosen	49	8.5 %
Total	1604	

Q15. Facility Needs. Please indicate if YOU or any member of your household has a need for each type of facility listed below.

(N=578)

	Yes	No
Q15-1. Art gallery/indoor theater	29.9%	70.1%
Q15-2. Community/recreation center	45.5%	54.5%
Q15-3. Indoor exercise/fitness facilities	47.4%	52.6%
Q15-4. Indoor gymnasiums (basketball, volleyball, etc.)	29.2%	70.8%
Q15-5. Indoor swimming pool/aquatic center	57.4%	42.6%
Q15-6. Large community parks	56.1%	43.9%
Q15-7. Natural areas/reserves	64.5%	35.5%
Q15-8. Nature trails	72.1%	27.9%
Q15-9. Non-motorized watercraft launches	29.6%	70.4%
Q15-10. Off-leash dog parks	37.4%	62.6%
Q15-11. Outdoor multi-use athletic fields (soccer/lacrosse/ultimate frisbee/baseball/softball, etc.)	33.4%	66.6%
Q15-12. Outdoor pickleball courts	11.8%	88.2%
Q15-13. Outdoor pools	23.0%	77.0%
Q15-14. Outdoor spray parks	24.9%	75.1%
Q15-15. Outdoor tennis courts	24.7%	75.3%
Q15-16. Paved walking/biking paths	67.6%	32.4%
Q15-17. Picnic shelters/areas	46.7%	53.3%
Q15-18. Playgrounds	39.4%	60.6%
Q15-19. Skateboarding areas	11.2%	88.8%

Q15. Facility Needs. Please indicate if YOU or any member of your household has a need for each type of facility listed below.

	Yes	No
Q15-20. Small neighborhood parks	52.2%	47.8%
Q15-21. Other	3.1%	96.9%

Q15. If "YES," please rate how well your needs are being met in the City of Kenmore.

(N=548)

	Fully met	Mostly met	Partly met	Not met
Q15-1. Art gallery/indoor theater	3.3%	8.5%	33.3%	54.9%
Q15-2. Community/recreation center	3.4%	14.3%	34.6%	47.7%
Q15-3. Indoor exercise/fitness facilities	2.8%	8.9%	23.0%	65.3%
Q15-4. Indoor gymnasiums (basketball, volleyball, etc.)	1.9%	6.4%	21.8%	69.9%
Q15-5. Indoor swimming pool/aquatic center	3.1%	4.1%	6.5%	86.4%
Q15-6. Large community parks	24.0%	47.7%	22.4%	5.9%
Q15-7. Natural areas/reserves	19.3%	46.6%	30.3%	3.9%
Q15-8. Nature trails	17.9%	42.6%	34.5%	5.0%
Q15-9. Non-motorized watercraft launches	8.7%	33.3%	44.0%	14.0%
Q15-10. Off-leash dog parks	1.5%	5.1%	16.7%	76.8%
Q15-11. Outdoor multi-use athletic fields (soccer/lacrosse/ultimate frisbee/baseball/softball, etc.)	4.4%	26.7%	41.1%	27.8%
Q15-12. Outdoor pickleball courts	1.7%	3.3%	10.0%	85.0%
Q15-13. Outdoor pools	7.3%	4.9%	8.1%	79.7%
Q15-14. Outdoor spray parks	6.1%	13.0%	33.6%	47.3%
Q15-15. Outdoor tennis courts	5.9%	14.1%	23.7%	56.3%
Q15-16. Paved walking/biking paths	18.2%	41.1%	32.7%	8.1%
Q15-17. Picnic shelters/areas	14.1%	46.2%	34.1%	5.6%
Q15-18. Playgrounds	21.7%	53.8%	22.6%	1.9%
Q15-19. Skateboarding areas	30.5%	30.5%	35.6%	3.4%
Q15-20. Small neighborhood parks	21.1%	40.4%	33.6%	5.0%
Q15-21. Other	11.1%	0.0%	16.7%	72.2%

Q15-21. Other

<u>Q15-21. Other</u>	<u>Number</u>	<u>Percent</u>
Walkable neighborhoods with raised-sidewalk pedestrian access	1	5.6 %
Waterfront	1	5.6 %
Auto repair area	1	5.6 %
Lake swimming area clear of weeds	1	5.6 %
PROPER BOAT LAUNCH	1	5.6 %
DRIVING RANGE GOLF	1	5.6 %
GOLF COURSE	1	5.6 %
Shoreline access just to enjoy, not for boating	1	5.6 %
Youth hangout	1	5.6 %
DEVELOP WATERFRONT LIKE KIRKLAND	1	5.6 %
LIBRARY	1	5.6 %
BEACH TO PLAY ON, THINK SEATTLE LAKE		
WA PARKS SEWARD	1	5.6 %
BEACH AREA	1	5.6 %
Waterfront Civic Club similar to Lake Forest Park	1	5.6 %
Boathouse/launch for Inglemoor Crew team that community could also use	1	5.6 %
Litter deterrent signage and more trash cans along popular pedestrian routes	1	5.6 %
Indoor play space	1	5.6 %
<u>RESTROOMS AT AREAS</u>	<u>1</u>	<u>5.6 %</u>
Total	18	100.0 %

Q16. Which FOUR of the facilities from the list in Question 15 are MOST IMPORTANT to your household?

Q16. Top choice	Number	Percent
Art gallery/indoor theater	16	2.8 %
Community/recreation center	17	2.9 %
Indoor exercise/fitness facilities	32	5.5 %
Indoor gymnasiums (basketball, volleyball, etc.)	5	0.9 %
Indoor swimming pool/aquatic center	114	19.7 %
Large community parks	32	5.5 %
Natural areas/reserves	59	10.2 %
Nature trails	53	9.2 %
Non-motorized watercraft launches	6	1.0 %
Off-leash dog parks	57	9.9 %
Outdoor multi-use athletic fields (soccer/lacrosse/ ultimate frisbee/baseball/softball, etc.)	20	3.5 %
Outdoor pickleball courts	3	0.5 %
Outdoor pools	7	1.2 %
Outdoor spray parks	2	0.3 %
Outdoor tennis courts	7	1.2 %
Paved walking/biking paths	48	8.3 %
Picnic shelters/areas	5	0.9 %
Playgrounds	14	2.4 %
Skateboarding areas	2	0.3 %
Small neighborhood parks	19	3.3 %
Other	7	1.2 %
None chosen	53	9.2 %
Total	578	100.0 %

Q16. Which FOUR of the facilities from the list in Question 15 are MOST IMPORTANT to your household?

Q16. 2nd choice	Number	Percent
Art gallery/indoor theater	17	2.9 %
Community/recreation center	33	5.7 %
Indoor exercise/fitness facilities	32	5.5 %
Indoor gymnasiums (basketball, volleyball, etc.)	16	2.8 %
Indoor swimming pool/aquatic center	49	8.5 %
Large community parks	24	4.2 %
Natural areas/reserves	44	7.6 %
Nature trails	86	14.9 %
Non-motorized watercraft launches	19	3.3 %
Off-leash dog parks	36	6.2 %
Outdoor multi-use athletic fields (soccer/lacrosse/ ultimate frisbee/baseball/softball, etc.)	14	2.4 %
Outdoor pickleball courts	7	1.2 %
Outdoor pools	11	1.9 %
Outdoor spray parks	13	2.2 %
Outdoor tennis courts	11	1.9 %
Paved walking/biking paths	52	9.0 %
Picnic shelters/areas	7	1.2 %
Playgrounds	16	2.8 %
Skateboarding areas	3	0.5 %
Small neighborhood parks	21	3.6 %
Other	5	0.9 %
None chosen	62	10.7 %
Total	578	100.0 %

Q16. Which FOUR of the facilities from the list in Question 15 are MOST IMPORTANT to your household?

Q16. 3rd choice	Number	Percent
Art gallery/indoor theater	25	4.3 %
Community/recreation center	21	3.6 %
Indoor exercise/fitness facilities	38	6.6 %
Indoor gymnasiums (basketball, volleyball, etc.)	24	4.2 %
Indoor swimming pool/aquatic center	30	5.2 %
Large community parks	32	5.5 %
Natural areas/reserves	38	6.6 %
Nature trails	55	9.5 %
Non-motorized watercraft launches	13	2.2 %
Off-leash dog parks	25	4.3 %
Outdoor multi-use athletic fields (soccer/lacrosse/ ultimate frisbee/baseball/softball, etc.)	22	3.8 %
Outdoor pickleball courts	5	0.9 %
Outdoor pools	13	2.2 %
Outdoor spray parks	17	2.9 %
Outdoor tennis courts	8	1.4 %
Paved walking/biking paths	73	12.6 %
Picnic shelters/areas	15	2.6 %
Playgrounds	16	2.8 %
Skateboarding areas	4	0.7 %
Small neighborhood parks	16	2.8 %
Other	4	0.7 %
None chosen	84	14.5 %
Total	578	100.0 %

Q16. Which FOUR of the facilities from the list in Question 15 are MOST IMPORTANT to your household?

Q16. 4th choice	Number	Percent
Art gallery/indoor theater	21	3.6 %
Community/recreation center	28	4.8 %
Indoor exercise/fitness facilities	26	4.5 %
Indoor gymnasiums (basketball, volleyball, etc.)	12	2.1 %
Indoor swimming pool/aquatic center	24	4.2 %
Large community parks	33	5.7 %
Natural areas/reserves	37	6.4 %
Nature trails	34	5.9 %
Non-motorized watercraft launches	19	3.3 %
Off-leash dog parks	22	3.8 %
Outdoor multi-use athletic fields (soccer/lacrosse/ ultimate frisbee/baseball/softball, etc.)	13	2.2 %
Outdoor pickleball courts	7	1.2 %
Outdoor pools	14	2.4 %
Outdoor spray parks	10	1.7 %
Outdoor tennis courts	14	2.4 %
Paved walking/biking paths	39	6.7 %
Picnic shelters/areas	16	2.8 %
Playgrounds	21	3.6 %
Skateboarding areas	7	1.2 %
Small neighborhood parks	17	2.9 %
Other	4	0.7 %
None chosen	160	27.7 %
Total	578	100.0 %

SUM OF THE TOP FOUR CHOICES

Q16. Which FOUR of the facilities from the list in Question 15 are MOST IMPORTANT to your household? (top 4)

Q16. Top choice	Number	Percent
Art gallery/indoor theater	79	13.7 %
Community/recreation center	99	17.1 %
Indoor exercise/fitness facilities	128	22.1 %
Indoor gymnasiums (basketball, volleyball, etc.)	57	9.9 %
Indoor swimming pool/aquatic center	217	37.5 %
Large community parks	121	20.9 %
Natural areas/reserves	178	30.8 %
Nature trails	228	39.4 %
Non-motorized watercraft launches	57	9.9 %
Off-leash dog parks	140	24.2 %
Outdoor multi-use athletic fields (soccer/lacrosse/ ultimate frisbee/baseball/softball, etc.)	69	11.9 %
Outdoor pickleball courts	22	3.8 %
Outdoor pools	45	7.8 %
Outdoor spray parks	42	7.3 %
Outdoor tennis courts	40	6.9 %
Paved walking/biking paths	212	36.7 %
Picnic shelters/areas	43	7.4 %
Playgrounds	67	11.6 %
Skateboarding areas	16	2.8 %
Small neighborhood parks	73	12.6 %
Other	20	3.5 %
None chosen	53	9.2 %
Total	2006	

Q17. On a scale from 1 to 10, where 1 is "no opportunities" and 10 is "extensive opportunities," how would you rate the opportunity to attend community event(s) in the City of Kenmore?

(N=578)

	No opportu- nities	2	3	4	5	6	7	8	9	Extensi- ve opportu- nities
Q17. How would you rate opportunit- y to attend communit- y event(s) in City of Kenmore	2.2%	3.7%	7.1%	5.7%	22.2%	14.5%	14.3%	17.3%	5.7%	7.5%

Q18. In the past 12 months, have you or any member of your household attended any community event(s) in the City of Kenmore?

Q18. Have you attended any community event(s)? in City of Kenmore in past 12 months	Number	Percent
Yes	307	53.1 %
No	271	46.9 %
Total	578	100.0 %

Q18a. Which of the following community event(s) did you attend?

<u>Q18a. What community event(s) did you attend</u>	<u>Number</u>	<u>Percent</u>
Arts of Kenmore Gallery Receptions at Kenmore City Hall	39	12.7 %
Halloween at the Hall	21	6.8 %
Jack V. Crawford Day	7	2.3 %
Kenmore Fourth of July Fireworks	180	58.6 %
Kenmore Play Day	38	12.4 %
Kenmore Summer Concert Series	174	56.7 %
Lunchtime Food Truck Fridays	45	14.7 %
Movies at the Square	64	20.8 %
National Night Out	28	9.1 %
Seasonal Nature Walks in Parks	44	14.3 %
Tree Lighting Festival & Holiday Market	93	30.3 %
Why I Love Kenmore Summer Party	56	18.2 %
<u>Other</u>	<u>25</u>	<u>8.1 %</u>
Total	814	

Q18a-13. Other

<u>Q18a-13. Other</u>	<u>Number</u>	<u>Percent</u>
City council meeting	2	8.0 %
20-year Kenmore birthday	1	4.0 %
Concerts at St Edwards	1	4.0 %
Art show	1	4.0 %
Slough races	1	4.0 %
Meetings	1	4.0 %
HYDROPLANE IN SLEW	1	4.0 %
KAYAK RACING	1	4.0 %
CHURCH CRAFTS FAIR-KENMORE	1	4.0 %
Hangar Events	1	4.0 %
Summer reading at the Hangar	1	4.0 %
HOLIDAY WINE TASTING AT AQUA CLUB	1	4.0 %
Station 51 open house	1	4.0 %
Arts of Kenmore Art Show	1	4.0 %
Arts of Kenmore Art Show at Bastyr	1	4.0 %
Memorial service at the hanger	1	4.0 %
Christmas ships	1	4.0 %
BRT meeting with Metro	1	4.0 %
Breakfast Fire Hall	1	4.0 %
ART SHOW AT BOASTY AREA	1	4.0 %
Fishing at Log Boom Park	1	4.0 %
Special Olympics	1	4.0 %
Kids to Parks Day at St Edwards	1	4.0 %
<u>COMMUNITY INFORMATION AND MEETINGS</u>	<u>1</u>	<u>4.0 %</u>
Total	25	100.0 %

Q19. Program/Activity Needs. Please indicate if YOU or any member of your HOUSEHOLD has a need for each type of program or activity listed below.

(N=578)

	Yes	No
Q19-1. Adult fitness & wellness programs	53.5%	46.5%
Q19-2. Adult painting, arts, sculpturing classes	30.4%	69.6%
Q19-3. Adult rowing programs	20.9%	79.1%
Q19-4. Adult sports programs	29.2%	70.8%
Q19-5. Adult theatre, dance, singing, musical instrument classes	24.2%	75.8%
Q19-6. Before & after school programs	24.0%	76.0%
Q19-7. Community event programs	41.3%	58.7%
Q19-8. Community garden programs	27.5%	72.5%
Q19-9. Cultural event programs	36.5%	63.5%
Q19-10. Gymnastics & tumbling programs	12.8%	87.2%
Q19-11. Inclusive/adaptive recreation programs	12.1%	87.9%
Q19-12. Martial arts programs	13.1%	86.9%
Q19-13. Nature/environmental education programs	36.0%	64.0%
Q19-14. Park stewardship/volunteering programs	33.9%	66.1%
Q19-15. Preschool programs/early childhood	20.1%	79.9%
Q19-16. Programs for adults 50+	31.7%	68.3%
Q19-17. Programs for people with disabilities	16.1%	83.9%
Q19-18. Tennis lessons & leagues	17.8%	82.2%

Q19. Program/Activity Needs. Please indicate if YOU or any member of your HOUSEHOLD has a need for each type of program or activity listed below.

	Yes	No
Q19-19. Water fitness programs	30.4%	69.6%
Q19-20. Youth fitness & wellness classes	23.0%	77.0%
Q19-21. Youth Learn to Swim programs	27.5%	72.5%
Q19-22. Youth painting, arts, sculpturing classes	19.7%	80.3%
Q19-23. Youth rowing programs	15.6%	84.4%
Q19-24. Youth sports programs	27.2%	72.8%
Q19-25. Youth summer camps	28.4%	71.6%
Q19-26. Youth theatre, dance, singing, musical instruments classes	21.8%	78.2%
Q19-27. Other	1.7%	98.3%

Q19. If "YES," please rate how well your needs are being met in the City of Kenmore.

(N=506)

	Fully met	Mostly met	Partly met	Not met
Q19-1. Adult fitness & wellness programs	4.2%	8.3%	34.8%	52.7%
Q19-2. Adult painting, arts, sculpturing classes	2.7%	4.1%	24.5%	68.7%
Q19-3. Adult rowing programs	7.1%	12.2%	25.5%	55.1%
Q19-4. Adult sports programs	3.4%	8.3%	32.4%	55.9%
Q19-5. Adult theatre, dance, singing, musical instrument classes	2.5%	5.9%	26.3%	65.3%
Q19-6. Before & after school programs	7.6%	17.6%	41.2%	33.6%
Q19-7. Community event programs	6.3%	35.3%	43.5%	15.0%
Q19-8. Community garden programs	4.4%	13.2%	28.7%	53.7%
Q19-9. Cultural event programs	3.3%	14.8%	52.7%	29.1%
Q19-10. Gymnastics & tumbling programs	0.0%	7.9%	15.9%	76.2%
Q19-11. Inclusive/adaptive recreation programs	3.6%	7.3%	38.2%	50.9%
Q19-12. Martial arts programs	4.5%	10.6%	25.8%	59.1%
Q19-13. Nature/environmental education programs	2.8%	12.3%	50.8%	34.1%
Q19-14. Park stewardship/volunteering programs	6.7%	17.0%	41.8%	34.5%
Q19-15. Preschool programs/early childhood	7.1%	14.3%	38.8%	39.8%
Q19-16. Programs for adults 50+	3.8%	8.9%	47.1%	40.1%
Q19-17. Programs for people with disabilities	4.2%	11.3%	29.6%	54.9%
Q19-18. Tennis lessons & leagues	2.2%	6.6%	20.9%	70.3%
Q19-19. Water fitness programs	2.7%	4.7%	16.0%	76.7%

Q19. If "YES," please rate how well your needs are being met in the City of Kenmore.

	Fully met	Mostly met	Partly met	Not met
Q19-20. Youth fitness & wellness classes	2.6%	8.7%	31.3%	57.4%
Q19-21. Youth Learn to Swim programs	2.2%	5.9%	24.3%	67.6%
Q19-22. Youth painting, arts, sculpturing classes	3.1%	4.1%	25.8%	67.0%
Q19-23. Youth rowing programs	5.6%	9.7%	37.5%	47.2%
Q19-24. Youth sports programs	3.8%	17.3%	41.4%	37.6%
Q19-25. Youth summer camps	2.9%	15.0%	37.9%	44.3%
Q19-26. Youth theatre, dance, singing, musical instruments classes	2.9%	8.6%	28.6%	60.0%
Q19-27. Other	12.5%	0.0%	12.5%	75.0%

Q19-27. Other

Q19-27. Other	Number	Percent
Adult Yoga	1	10.0 %
Game nights, cards	1	10.0 %
Language classes	1	10.0 %
Pickleball lessons and leagues	1	10.0 %
Foreign languages classes	1	10.0 %
Tai Chi at Moorland Park	1	10.0 %
WALKING PATHS/TRAILS	1	10.0 %
Adult learn to swim programs	1	10.0 %
None of the above, needs already met elsewhere	1	10.0 %
COMMUNITY SAILING PROGRAM	1	10.0 %
Total	10	100.0 %

Q20. Which FOUR of the programs or activities from the list in Question 19 are MOST IMPORTANT to your household?

Q20. Top choice	Number	Percent
Adult fitness & wellness programs	103	17.8 %
Adult painting, arts, sculpturing classes	16	2.8 %
Adult rowing programs	8	1.4 %
Adult sports programs	19	3.3 %
Adult theatre, dance, singing, musical instrument classes	9	1.6 %
Before & after school programs	23	4.0 %
Community event programs	33	5.7 %
Community garden programs	17	2.9 %
Cultural event programs	17	2.9 %
Gymnastics & tumbling programs	3	0.5 %
Inclusive/adaptive recreation programs	3	0.5 %
Martial arts programs	4	0.7 %
Nature/environmental education programs	26	4.5 %
Park stewardship/volunteering programs	12	2.1 %
Preschool programs/early childhood	19	3.3 %
Programs for adults 50+	16	2.8 %
Programs for people with disabilities	9	1.6 %
Tennis lessons & leagues	9	1.6 %
Water fitness programs	25	4.3 %
Youth fitness & wellness classes	3	0.5 %
Youth Learn to Swim programs	28	4.8 %
Youth painting, arts, sculpturing classes	5	0.9 %
Youth rowing programs	3	0.5 %
Youth sports programs	20	3.5 %
Youth summer camps	9	1.6 %
Youth theatre, dance, singing, musical instruments classes	5	0.9 %
Other	2	0.3 %
None chosen	132	22.8 %
Total	578	100.0 %

Q20. Which FOUR of the programs or activities from the list in Question 19 are MOST IMPORTANT to your household?

Q20. 2nd choice	Number	Percent
Adult fitness & wellness programs	43	7.4 %
Adult painting, arts, sculpturing classes	29	5.0 %
Adult rowing programs	16	2.8 %
Adult sports programs	21	3.6 %
Adult theatre, dance, singing, musical instrument classes	11	1.9 %
Before & after school programs	9	1.6 %
Community event programs	25	4.3 %
Community garden programs	26	4.5 %
Cultural event programs	20	3.5 %
Gymnastics & tumbling programs	6	1.0 %
Inclusive/adaptive recreation programs	2	0.3 %
Martial arts programs	10	1.7 %
Nature/environmental education programs	27	4.7 %
Park stewardship/volunteering programs	20	3.5 %
Preschool programs/early childhood	8	1.4 %
Programs for adults 50+	27	4.7 %
Programs for people with disabilities	4	0.7 %
Tennis lessons & leagues	6	1.0 %
Water fitness programs	22	3.8 %
Youth fitness & wellness classes	5	0.9 %
Youth Learn to Swim programs	26	4.5 %
Youth painting, arts, sculpturing classes	6	1.0 %
Youth rowing programs	4	0.7 %
Youth sports programs	16	2.8 %
Youth summer camps	20	3.5 %
Youth theatre, dance, singing, musical instruments classes	7	1.2 %
Other	2	0.3 %
None chosen	160	27.7 %
Total	578	100.0 %

Q20. Which FOUR of the programs or activities from the list in Question 19 are MOST IMPORTANT to your household?

Q20. 3rd choice	Number	Percent
Adult fitness & wellness programs	25	4.3 %
Adult painting, arts, sculpturing classes	19	3.3 %
Adult rowing programs	9	1.6 %
Adult sports programs	20	3.5 %
Adult theatre, dance, singing, musical instrument classes	18	3.1 %
Before & after school programs	5	0.9 %
Community event programs	27	4.7 %
Community garden programs	11	1.9 %
Cultural event programs	22	3.8 %
Gymnastics & tumbling programs	5	0.9 %
Inclusive/adaptive recreation programs	2	0.3 %
Martial arts programs	6	1.0 %
Nature/environmental education programs	22	3.8 %
Park stewardship/volunteering programs	20	3.5 %
Preschool programs/early childhood	13	2.2 %
Programs for adults 50+	24	4.2 %
Programs for people with disabilities	5	0.9 %
Tennis lessons & leagues	12	2.1 %
Water fitness programs	12	2.1 %
Youth fitness & wellness classes	5	0.9 %
Youth Learn to Swim programs	22	3.8 %
Youth painting, arts, sculpturing classes	5	0.9 %
Youth rowing programs	5	0.9 %
Youth sports programs	18	3.1 %
Youth summer camps	24	4.2 %
Youth theatre, dance, singing, musical instruments classes	11	1.9 %
None chosen	211	36.5 %
Total	578	100.0 %

Q20. Which FOUR of the programs or activities from the list in Question 19 are MOST IMPORTANT to your household?

Q20. 4th choice	Number	Percent
Adult fitness & wellness programs	27	4.7 %
Adult painting, arts, sculpturing classes	18	3.1 %
Adult rowing programs	6	1.0 %
Adult sports programs	15	2.6 %
Adult theatre, dance, singing, musical instrument classes	14	2.4 %
Before & after school programs	9	1.6 %
Community event programs	16	2.8 %
Community garden programs	19	3.3 %
Cultural event programs	20	3.5 %
Gymnastics & tumbling programs	3	0.5 %
Inclusive/adaptive recreation programs	3	0.5 %
Martial arts programs	2	0.3 %
Nature/environmental education programs	25	4.3 %
Park stewardship/volunteering programs	14	2.4 %
Preschool programs/early childhood	8	1.4 %
Programs for adults 50+	18	3.1 %
Programs for people with disabilities	6	1.0 %
Tennis lessons & leagues	7	1.2 %
Water fitness programs	14	2.4 %
Youth fitness & wellness classes	8	1.4 %
Youth Learn to Swim programs	12	2.1 %
Youth painting, arts, sculpturing classes	8	1.4 %
Youth rowing programs	2	0.3 %
Youth sports programs	9	1.6 %
Youth summer camps	15	2.6 %
Youth theatre, dance, singing, musical instruments classes	17	2.9 %
Other	2	0.3 %
None chosen	261	45.2 %
Total	578	100.0 %

SUM OF THE TOP FOUR CHOICES

Q20. Which FOUR of the programs or activities from the list in Question 19 are MOST IMPORTANT to your household? (top 4)

Q20. Top choice	Number	Percent
Adult fitness & wellness programs	198	34.3 %
Adult painting, arts, sculpturing classes	82	14.2 %
Adult rowing programs	39	6.7 %
Adult sports programs	75	13.0 %
Adult theatre, dance, singing, musical instrument classes	52	9.0 %
Before & after school programs	46	8.0 %
Community event programs	101	17.5 %
Community garden programs	73	12.6 %
Cultural event programs	79	13.7 %
Gymnastics & tumbling programs	17	2.9 %
Inclusive/adaptive recreation programs	10	1.7 %
Martial arts programs	22	3.8 %
Nature/environmental education programs	100	17.3 %
Park stewardship/volunteering programs	66	11.4 %
Preschool programs/early childhood	48	8.3 %
Programs for adults 50+	85	14.7 %
Programs for people with disabilities	24	4.2 %
Tennis lessons & leagues	34	5.9 %
Water fitness programs	73	12.6 %
Youth fitness & wellness classes	21	3.6 %
Youth Learn to Swim programs	88	15.2 %
Youth painting, arts, sculpturing classes	24	4.2 %
Youth rowing programs	14	2.4 %
Youth sports programs	63	10.9 %
Youth summer camps	68	11.8 %
Youth theatre, dance, singing, musical instruments classes	40	6.9 %
Other	6	1.0 %
<u>None chosen</u>	<u>132</u>	<u>22.8 %</u>
Total	1680	

Q21. Please rate your level of satisfaction with the overall value your household receives from the City of Kenmore for parks, recreation and community events.

Q21. Your level of satisfaction with overall value your household receives from City of Kenmore for parks, recreation & community events	Number	Percent
Very satisfied	100	17.3 %
Somewhat satisfied	216	37.4 %
Neutral	154	26.6 %
Somewhat dissatisfied	46	8.0 %
Very dissatisfied	19	3.3 %
Don't know	43	7.4 %
Total	578	100.0 %

WITHOUT "DON'T KNOW"

Q21. Please rate your level of satisfaction with the overall value your household receives from the City of Kenmore for parks, recreation and community events. (without "don't know")

Q21. Your level of satisfaction with overall value your household receives from City of Kenmore for parks, recreation & community events	Number	Percent
Very satisfied	100	18.7 %
Somewhat satisfied	216	40.4 %
Neutral	154	28.8 %
Somewhat dissatisfied	46	8.6 %
Very dissatisfied	19	3.6 %
Total	535	100.0 %

Q22. Counting yourself, how many people in your household are...

	Mean	Sum
number	2.8	1618
Under 5 years	0.2	126
5-9 years	0.2	98
10-14 years	0.2	105
15-19 years	0.2	87
20-24 years	0.1	69
25-34 years	0.3	162
35-44 years	0.4	258
45-54 years	0.4	206
55-64 years	0.4	244
65-74 years	0.3	192
75-84 years	0.1	60
85+ years	0.0	11

Q23. What is your age?

<u>Q23. Your age</u>	<u>Number</u>	<u>Percent</u>
18-34	100	17.3 %
35-44	119	20.6 %
45-54	112	19.4 %
55-64	126	21.8 %
65+	104	18.0 %
Not provided	17	2.9 %
Total	578	100.0 %

WITHOUT "NOT PROVIDED"**Q23. What is your age? (without "not provided")**

<u>Q23. Your age</u>	<u>Number</u>	<u>Percent</u>
18-34	100	17.8 %
35-44	119	21.2 %
45-54	112	20.0 %
55-64	126	22.5 %
65+	104	18.5 %
Total	561	100.0 %

Q24. How many years have you lived in the City of Kenmore?

Q24. How many years have you lived in City of?

<u>Kenmore</u>	<u>Number</u>	<u>Percent</u>
0-5	174	30.1 %
6-10	84	14.5 %
11-15	70	12.1 %
16-20	67	11.6 %
21-30	76	13.1 %
31+	86	14.9 %
<u>Not provided</u>	<u>21</u>	<u>3.6 %</u>
Total	578	100.0 %

WITHOUT "NOT PROVIDED"**Q24. How many years have you lived in the City of Kenmore? (without "not provided")**

Q24. How many years have you lived in City of

<u>Kenmore</u>	<u>Number</u>	<u>Percent</u>
0-5	174	31.2 %
6-10	84	15.1 %
11-15	70	12.6 %
16-20	67	12.0 %
21-30	76	13.6 %
31+	86	15.4 %
Total	557	100.0 %

Q25. Your gender:

Q25. Your gender	Number	Percent
Male	288	49.8 %
Female	278	48.1 %
Other/non-binary	5	0.9 %
Not provided	7	1.2 %
Total	578	100.0 %

WITHOUT "NOT PROVIDED"**Q25. Your gender: (without "not provided")**

Q25. Your gender	Number	Percent
Male	288	50.4 %
Female	278	48.7 %
Other/non-binary	5	0.9 %
Total	571	100.0 %

Q26. Are you of Hispanic or Latino ancestry?

<u>Q26. Are you of Hispanic or Latino ancestry</u>	<u>Number</u>	<u>Percent</u>
Yes	43	7.4 %
No	528	91.3 %
<u>Not provided</u>	7	1.2 %
Total	578	100.0 %

WITHOUT "NOT PROVIDED"**Q26. Are you of Hispanic or Latino ancestry? (without "not provided")**

<u>Q26. Are you of Hispanic or Latino ancestry</u>	<u>Number</u>	<u>Percent</u>
Yes	43	7.5 %
No	528	92.5 %
Total	571	100.0 %

Q27. Which of the following best describes your race/ethnicity?

<u>Q27. Your race/ethnicity</u>	<u>Number</u>	<u>Percent</u>
African American/Black	8	1.4 %
Asian	62	10.7 %
Native American/Alaska Native	8	1.4 %
Pacific Islander/Native Hawaiian	6	1.0 %
White/Caucasian	463	80.1 %
<u>Other</u>	10	1.7 %
Total	557	

Q27-6. Other

<u>Q27-6. Other</u>	<u>Number</u>	<u>Percent</u>
Mixed	3	30.0 %
Middle Eastern	2	20.0 %
Hispanic	1	10.0 %
European, Italian, Irish	1	10.0 %
Latino	1	10.0 %
Brazilian	1	10.0 %
<u>Puerto Rican</u>	1	10.0 %
Total	10	100.0 %

Q28. Is English your first language?

<u>Q28. Is English your first language</u>	<u>Number</u>	<u>Percent</u>
Yes	512	88.6 %
No	57	9.9 %
<u>Not provided</u>	9	1.6 %
Total	578	100.0 %

WITHOUT "NOT PROVIDED"**Q28. Is English your first language? (without "not provided")**

<u>Q28. Is English your first language</u>	<u>Number</u>	<u>Percent</u>
Yes	512	90.0 %
No	57	10.0 %
Total	569	100.0 %

Q29. What is your primary language spoken in your home?

Q29. What is primary language spoken in your home	Number	Percent
English	520	90.0 %
Spanish	5	0.9 %
Mandarin/Cantonese	16	2.8 %
Vietnamese	3	0.5 %
Korean	1	0.2 %
Tagalog	2	0.3 %
Other	16	2.8 %
<u>Not provided</u>	15	2.6 %
Total	578	100.0 %

WITHOUT "NOT PROVIDED"**Q29. What is your primary language spoken in your home? (without "not provided")**

Q29. What is primary language spoken in your home	Number	Percent
English	520	92.4 %
Spanish	5	0.9 %
Mandarin/Cantonese	16	2.8 %
Vietnamese	3	0.5 %
Korean	1	0.2 %
Tagalog	2	0.4 %
<u>Other</u>	16	2.8 %
Total	563	100.0 %

Q29-8. Other

Q29. Other	Number	Percent
Portuguese	2	12.5 %
Russian	2	12.5 %
German	2	12.5 %
Japanese	1	6.3 %
Assamese	1	6.3 %
Serbian	1	6.3 %
Romanian	1	6.3 %
FARSI	1	6.3 %
Tamil	1	6.3 %
TBLUGU	1	6.3 %
BULGARIAN	1	6.3 %
INDONESIAN	1	6.3 %
<u>Malayalam</u>	1	6.3 %
Total	16	100.0 %

Q30. What is your total annual household income?

Q30. What is your total annual household income	Number	Percent
Under \$25K	16	2.8 %
\$25K to \$49,999	35	6.1 %
\$50K to \$74,999	69	11.9 %
\$75K to \$99,999	63	10.9 %
\$100K to \$149,999	115	19.9 %
\$150K+	187	32.4 %
Not provided	93	16.1 %
Total	578	100.0 %

WITHOUT "NOT PROVIDED"**Q30. What is your total annual household income? (without "not provided")**

Q30. What is your total annual household income	Number	Percent
Under \$25K	16	3.3 %
\$25K to \$49,999	35	7.2 %
\$50K to \$74,999	69	14.2 %
\$75K to \$99,999	63	13.0 %
\$100K to \$149,999	115	23.7 %
\$150K+	187	38.6 %
Total	485	100.0 %

Section 5

Survey Instrument

January 2019

Dear Kenmore Resident,

The City of Kenmore is beginning to update its Parks, Recreation, and Open Space (PROS) Plan, a long-range planning document updated every five to seven years. We are conducting a survey to objectively assess leisure and recreation needs in our community as part of our PROS Plan update. We need your input on this survey to help us plan for the future parks and recreation needs of the community.

We realize this survey will take about 10-15 minutes to complete, but every question is important. The time you invest now will influence dozens of decisions that will be made about the future of the City's parks and recreation programs and facilities.

If possible, please have the youngest adult (age 18 or older) in your household complete the survey.

Please return your survey during the next week. You may return your completed survey in the postage-paid envelope that has been provided or by e-mailing a scanned copy to Ryan.Murray@etcinstitute.com. If you prefer, you may also complete the survey on-line by going to www.KenmoreParkSurvey.org. Your individual responses will remain confidential.

If you have any questions, please contact Parks Project Manager, Maureen Colaizzi at mcolaizzi@kenmorewa.gov or (425) 398-8900.

Thank you for your support of this important initiative.

Sincerely,

Rob Karlinsey
City Manager
City of Kenmore

La Ciudad de Kenmore esta pidiendo su opinion sobre servicios recreos. Si usted prefiere hacer la encuesta en espanol, por favor llame gratis al (844) 811-0411. Sus respuestas individuales seran mantenidas de forma confidencial. Necesitamos recibir sus respuestas en los proximos dias. Muchas gracias.



The City of Kenmore would like your input to help determine parks and recreation priorities for our community. This survey will take approximately 10-15 minutes to complete. When you are finished, please return your survey in the enclosed postage paid return-reply envelope. If you prefer, this survey may be completed online instead at this unique link www.KenmoreParkSurvey.org that only can be used once by you. Your responses will remain completely confidential. We greatly appreciate your time.

La Ciudad de Kenmore esta pidiendo su opinion sobre servicios recreos. Si usted prefiere hacer la encuesta en espanol, por favor llame gratis al (844) 811-0411. Sus respuestas individuales seran mantenidas de forma confidencial. Muchas gracias.

1. **From the following list, please CHECK ALL the City of Kenmore parks or recreation facilities that you are aware of.**

☐ (01) City Hall Park/Jack Crawford Skate Park	☐ (07) Squire's Landing Park
☐ (02) Linwood Park	☐ (08) Tolt Pipeline Trail
☐ (03) Log Boom Park	☐ (09) Town Square/Hangar Building
☐ (04) Moorlands Park	☐ (10) Twin Springs Park
☐ (05) Northshore Summit Park	☐ (11) Wallace Swamp Creek Park
☐ (06) Rhododendron Park	☐ (12) Other: _____

2. **In the past 12 months, have you or any member of your household visited any of the City of Kenmore park and recreation facilities listed in Question 1?**

☐ (1) Yes [Answer Q2a.] ☐ (2) No [Skip to Q3.]

- 2a. **Overall, how would you rate the physical condition of ALL the City of Kenmore parks and recreation facilities you have visited?**

☐ (1) Excellent ☐ (2) Good ☐ (3) Fair ☐ (4) Poor

3. **From the following list, please CHECK ALL the City of Kenmore parks or recreation facilities you visit regularly.**

☐ (01) City Hall Park/Jack Crawford Skate Park	☐ (07) Squire's Landing Park
☐ (02) Linwood Park	☐ (08) Tolt Pipeline Trail
☐ (03) Log Boom Park	☐ (09) Town Square/Hangar Building
☐ (04) Moorlands Park	☐ (10) Twin Springs Park
☐ (05) Northshore Summit Park	☐ (11) Wallace Swamp Creek Park
☐ (06) Rhododendron Park	☐ (12) Other: _____

- 3a. **How often do you visit the City of Kenmore park and recreation facilities you checked in Question 3?**

☐ (1) Daily ☐ (2) Weekly ☐ (3) Monthly ☐ (4) Quarterly

- 3b. **How do you access the City of Kenmore parks and recreation facilities you checked in Question 3?**

☐ (1) Walk ☐ (2) Bike ☐ (3) Bus ☐ (4) Drive

4. **On a scale from 1 to 10, where 1 is "Not at all satisfied" and 10 is "Extremely satisfied," how satisfied are you with the number of city-owned parks and recreation facilities in the City of Kenmore?**

Your rating: _____

5. On a scale from 1 to 10, where 1 is "Not at all satisfied" and 10 is "Extremely satisfied," how satisfied are you with the progress that the city is making in improving and investing in parks and recreation facilities in the City of Kenmore?

Your rating: _____

6. From the following list, please **CHECK ALL** the parks and recreation facilities operated by **OTHER** providers that you visit regularly in the City of Kenmore.

____(01) Aqua Club Swimming Pool	____(06) Kenmore Senior Center
____(02) Bastyr University Outdoor Recreation Facilities	____(07) School Athletic Fields
____(03) Burke Gilman Trail	____(08) School Playgrounds
____(04) Inglewood Golf Course	____(09) St. Edward State Park
____(05) Kenmore Community Club	____(10) Other: _____

7. From the following list, please check the **FOUR** park features found in public parks that are **MOST IMPORTANT** to you and your household.

____(01) Benches and Picnic Tables	____(05) Park Lighting	____(09) Signage
____(02) Bike Racks	____(06) Parking	____(10) Trash Receptacles and Removal
____(03) Drinking Fountains	____(07) Picnic Shelters	____(11) Walking Paths
____(04) Landscaping	____(08) Restrooms	____(12) Other: _____

8. Of the park features listed in Question 7, please choose the **THREE** park features you feel are **MOST IMPORTANT** to be added or improved in Kenmore? [Using the numbers in Question 7, please write in the numbers of the park features that are your 1st, 2nd, and 3rd, choices, or circle "NONE."]

1st: _____ 2nd: _____ 3rd: _____ NONE

9. From the following list, please **CHECK ALL** the organizations that you and members of your household use for parks, recreation and cultural programs and facilities.

____(01) Aqua Club	____(14) Northshore School District
____(02) Arts of Kenmore	____(15) Northshore Senior Center
____(03) Boys and Girls Club	____(16) Private agencies and organizations
____(04) Cities of Bothell, Kirkland, Woodinville, Lake Forest Park	____(17) Private clubs (tennis, health and fitness)
____(05) City of Kenmore	____(18) Private schools
____(06) Inglewood Golf Club	____(19) Private youth sports leagues
____(07) Kenmore Community Club	____(20) State Parks
____(08) Kenmore Heritage Society Events	____(21) YMCA Facility
____(09) Kenmore Senior Center	____(22) YMCA Off-Site Summer Lunch Program
____(10) Kenmore Waterfront Activities Center (KWAC)	____(23) Other: _____
____(11) King County Parks	
____(12) Non-profit organizations	
____(13) Northshore Performing Arts Center	

10. On a scale from 1 to 10, where 1 is "No opportunities" and 10 is "Extensive opportunities," how would you rate the recreational opportunities in the City of Kenmore?

Your rating: _____

11. On a scale from 1 to 10, where 1 is "Lowest quality" and 10 is "Highest quality," how would you rate the quality of recreation programs or classes in the City of Kenmore?

Your rating: _____

12. How do you currently get information about recreational, cultural, and community event programs in the City of Kenmore?

- ☐ (01) Bothell-Kenmore Reporter newspaper ☐ (07) Local social media
☐ (02) City of Kenmore printed newsletter ☐ (08) Online search engine
☐ (03) City of Kenmore social media ☐ (09) Radio
☐ (04) City of Kenmore's electronic newsletter ☐ (10) Seattle Times
☐ (05) City of Kenmore's website(Kenmorewa.gov) ☐ (11) Other: _____
☐ (06) Friends and family/word of mouth

13. Listed below are a number of potential actions the City of Kenmore could take in the future to improve and expand parks and recreation facilities in Kenmore. Using a scale of 1 to 4, where 4 means "Very Supportive" and 1 means "Not Supportive," please indicate how supportive you and your household are of the City taking each of the following actions.

How supportive are you of having the City of Kenmore...		Very Supportive	Somewhat Supportive	Not Sure	Not Supportive
01.	Acquire shoreline for water/beach access	4	3	2	1
02.	Acquiring properties for developing new parks/recreation facilities	4	3	2	1
03.	Acquiring properties to preserve natural open space and wildlife habitat	4	3	2	1
04.	Develop a community garden	4	3	2	1
05.	Develop new sports courts (Tennis, Pickleball, Basketball)	4	3	2	1
06.	Develop a new indoor community recreation center with gymnasium, weight room, rental/meeting space, fitness/dance room	4	3	2	1
07.	Develop a new outdoor at grade water play area (Splash Pad/Spray Park)	4	3	2	1
08.	Develop a new regional indoor community aquatic center with features such as water slides, zero depth/walk in entry, lap lanes for exercise, spray fountains, etc.	4	3	2	1
09.	Develop an off-leash dog area	4	3	2	1
10.	Develop multipurpose paths/trails in parks	4	3	2	1
11.	Develop multipurpose trails connecting to parks	4	3	2	1
12.	Develop non-motorized water craft launches and rowing facilities	4	3	2	1
13.	Develop parks with play equipment and swings	4	3	2	1
14.	Develop skateboarding areas	4	3	2	1
15.	Upgrade existing neighborhood parks and playgrounds	4	3	2	1
16.	Upgrade natural areas	4	3	2	1
17.	Upgrade nature trails	4	3	2	1
18.	Upgrade or develop outdoor multi-use athletic fields (soccer/lacrosse/ultimate Frisbee/ baseball/softball, etc.)	4	3	2	1
19.	Other: _____	4	3	2	1

14. Which THREE of the actions from the list in Question 13 are MOST IMPORTANT to you and members of your household? [Using the numbers in Question 13, please write in the numbers of the park features that are your 1st, 2nd, and 3rd, choices, or circle "NONE."]

1st: ____ 2nd: ____ 3rd: ____ NONE

- 15. Facility Needs. Please indicate if YOU or any member of your household has a need for each type of facility listed below by circling YES or NO to the right of each type of facility. If YES, please answer the questions to the right of the facility regarding "How well are your needs being met in the City of Kenmore?."**

Type of Facility	Have a Need for this Facility in Kenmore?		How well are your needs met in Kenmore?			
	Yes	No	Fully Met	Mostly Met	Partly Met	Not Met
01. Art gallery/indoor theater	Yes	No	4	3	2	1
02. Community/Recreation Center	Yes	No	4	3	2	1
03. Indoor exercise/fitness facilities	Yes	No	4	3	2	1
04. Indoor gymnasiums (basketball, volleyball, etc.)	Yes	No	4	3	2	1
05. Indoor swimming pool/aquatic center	Yes	No	4	3	2	1
06. Large community parks	Yes	No	4	3	2	1
07. Natural areas/reserves	Yes	No	4	3	2	1
08. Nature trails	Yes	No	4	3	2	1
09. Non-motorized watercraft launches	Yes	No	4	3	2	1
10. Off-leash dog parks	Yes	No	4	3	2	1
11. Outdoor multi-use athletic fields (soccer/lacrosse/ultimate Frisbee/ baseball/softball, etc.)	Yes	No	4	3	2	1
12. Outdoor pickleball courts	Yes	No	4	3	2	1
13. Outdoor pools	Yes	No	4	3	2	1
14. Outdoor spray parks	Yes	No	4	3	2	1
15. Outdoor tennis courts	Yes	No	4	3	2	1
16. Paved walking/biking paths	Yes	No	4	3	2	1
17. Picnic shelters/areas	Yes	No	4	3	2	1
18. Playgrounds	Yes	No	4	3	2	1
19. Skateboarding areas	Yes	No	4	3	2	1
20. Small neighborhood parks	Yes	No	4	3	2	1
21. Other: _____	Yes	No	4	3	2	1

- 16. Which FOUR of the facilities from the list in Question 15 are MOST IMPORTANT to your household? [Using the numbers in Question 15, please write in the numbers of the facilities that are your 1st, 2nd, 3rd, and 4th choices, or circle "NONE."]**

1st: _____ 2nd: _____ 3rd: _____ 4th: _____ NONE

- 17. On a scale from 1 to 10, where 1 is "No opportunities" and 10 is "Extensive opportunities," how would you rate the opportunity to attend community event(s) in the City of Kenmore?**

Your rating: _____

- 18. In the past 12 months, have you or any member of your household attended any community event(s) in the City of Kenmore?**

____(1) Yes [Answer Question 18a.] ____ (2) No [Go to Question 19.]

- 18a. Which of the following community event(s) did you attend?**

____(01) Arts of Kenmore Gallery	____(07) Lunchtime Food Truck Fridays
____(02) Halloween at the Hall	____(08) Movies at the Square
____(03) Jack V. Crawford Day	____(09) National Night Out
____(04) Kenmore Fourth of July Fireworks	____(10) Seasonal Nature Walks in Parks
____(05) Kenmore Play Day	____(11) Tree Lighting Festival and Holiday Market
____(06) Kenmore Summer Concert Series	____(12) Why I Love Kenmore Summer Party
	____(13) Other: _____

- 19. Program/Activity Needs. Please indicate if YOU or any member of your HOUSEHOLD has a need for each type of program or activity listed below by circling YES or NO to the right of each type of program or activity. If YES, please answer the questions to the right of the program or activity regarding "How well are your needs being met in the City of Kenmore?."**

Type of Program/Activity	Have a Need for this Program in Kenmore?		How well are your needs met in Kenmore?			
	Yes	No	Fully Met	Mostly Met	Partly Met	Not Met
01. Adult fitness and wellness programs	Yes	No	4	3	2	1
02. Adult painting, arts, sculpturing classes	Yes	No	4	3	2	1
03. Adult rowing programs	Yes	No	4	3	2	1
04. Adult sports programs	Yes	No	4	3	2	1
05. Adult theatre, dance, singing, musical instrument classes	Yes	No	4	3	2	1
06. Before and after school programs	Yes	No	4	3	2	1
07. Community event programs	Yes	No	4	3	2	1
08. Community garden programs	Yes	No	4	3	2	1
09. Cultural event programs	Yes	No	4	3	2	1
10. Gymnastics and tumbling programs	Yes	No	4	3	2	1
11. Inclusive/adaptive recreation programs	Yes	No	4	3	2	1
12. Martial arts programs	Yes	No	4	3	2	1
13. Nature/environmental education programs	Yes	No	4	3	2	1
14. Park stewardship/volunteering programs	Yes	No	4	3	2	1
15. Preschool programs/early childhood	Yes	No	4	3	2	1
16. Programs for adults 50 and over	Yes	No	4	3	2	1
17. Programs for people with disabilities	Yes	No	4	3	2	1
18. Tennis lessons and leagues	Yes	No	4	3	2	1
19. Water fitness programs	Yes	No	4	3	2	1
20. Youth fitness and wellness classes	Yes	No	4	3	2	1
21. Youth Learn to Swim programs	Yes	No	4	3	2	1
22. Youth painting, arts, sculpturing classes	Yes	No	4	3	2	1
23. Youth rowing programs	Yes	No	4	3	2	1
24. Youth sports programs	Yes	No	4	3	2	1
25. Youth summer camps	Yes	No	4	3	2	1
26. Youth theatre, dance, singing, musical instruments classes	Yes	No	4	3	2	1
27. Other: _____	Yes	No	4	3	2	1

- 20. Which FOUR of the programs or activities from the list in Question 19 are MOST IMPORTANT to your household? [Using the numbers in Question 19, please write in the numbers of the programs or activities that are your 1st, 2nd, 3rd, and 4th choices or circle "NONE."]**

1st: _____ 2nd: _____ 3rd: _____ 4th: _____ NONE

- 21. Please rate your level of satisfaction with the overall value your household receives from the City of Kenmore for parks, recreation and community events.**

____(1) Very satisfied ____ (3) Neutral ____ (5) Very dissatisfied
 ____ (2) Somewhat satisfied ____ (4) Somewhat dissatisfied ____ (9) Don't know

Demographics

22. Counting yourself, how many people in your household are...

Under 5 years: ____	15-19 years: ____	35-44 years: ____	65-74 years: ____
5-9 years: ____	20-24 years: ____	45-54 years: ____	75-84 years: ____
10-14 years: ____	25-34 years: ____	55-64 years: ____	85+ years: ____

23. What is your age? ____ years**24. How many years have you lived in the City of Kenmore?** ____ years**25. Your gender:** ____ (1) Male ____ (2) Female ____ (3) Other/Non-Binary**26. Are you of Hispanic or Latino Ancestry?** ____ (1) Yes ____ (2) No**27. Which of the following best describes your race/ethnicity? [Check all that apply.]**

____ (1) African American/Black	____ (4) Pacific Islander/Native Hawaiian
____ (2) Asian	____ (5) White/Caucasian
____ (3) Native American/Alaska Native	____ (6) Other: _____

28. Is English your first language? ____ (1) Yes ____ (2) No**29. What is your primary language spoken in your home?**

____ (1) English	____ (4) Vietnamese	____ (7) Tagalog
____ (2) Spanish	____ (5) Amharic/Tigrinya	____ (8) Other: _____
____ (3) Mandarin/Cantonese	____ (6) Korean	

30. What is your total annual household income?

____ (1) Under \$25,000	____ (3) \$50,000 to \$74,999	____ (5) \$100,000 to \$149,999
____ (2) \$25,000 to \$49,999	____ (4) \$75,000 to \$99,999	____ (6) \$150,000 or more

This concludes the survey. Thank you for your time!

Please return your completed survey in the enclosed return-reply envelope addressed to:
ETC Institute, 725 W. Frontier Circle; Olathe, Kansas 66061

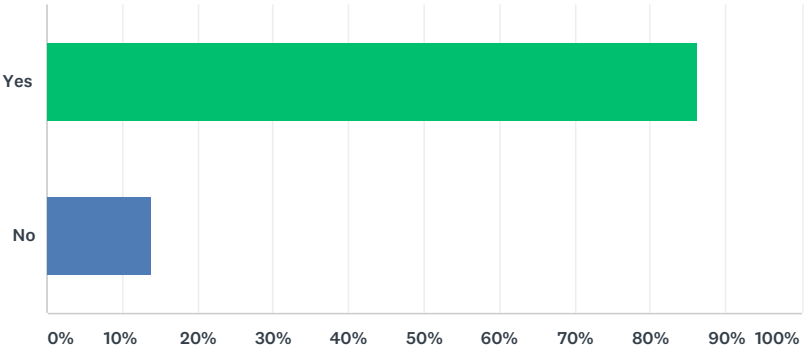
Your responses will remain completely confidential. The address information printed to the right will ONLY be used to help identify geographic areas with special interests.

Sus respuestas serán completamente confidenciales. La información de la dirección impresa a la derecha se usará SOLAMENTE para ayudar a identificar áreas geográficas con intereses especiales.

Appendix C

Q1 Are you a Kenmore resident?

Answered: 532 Skipped: 0

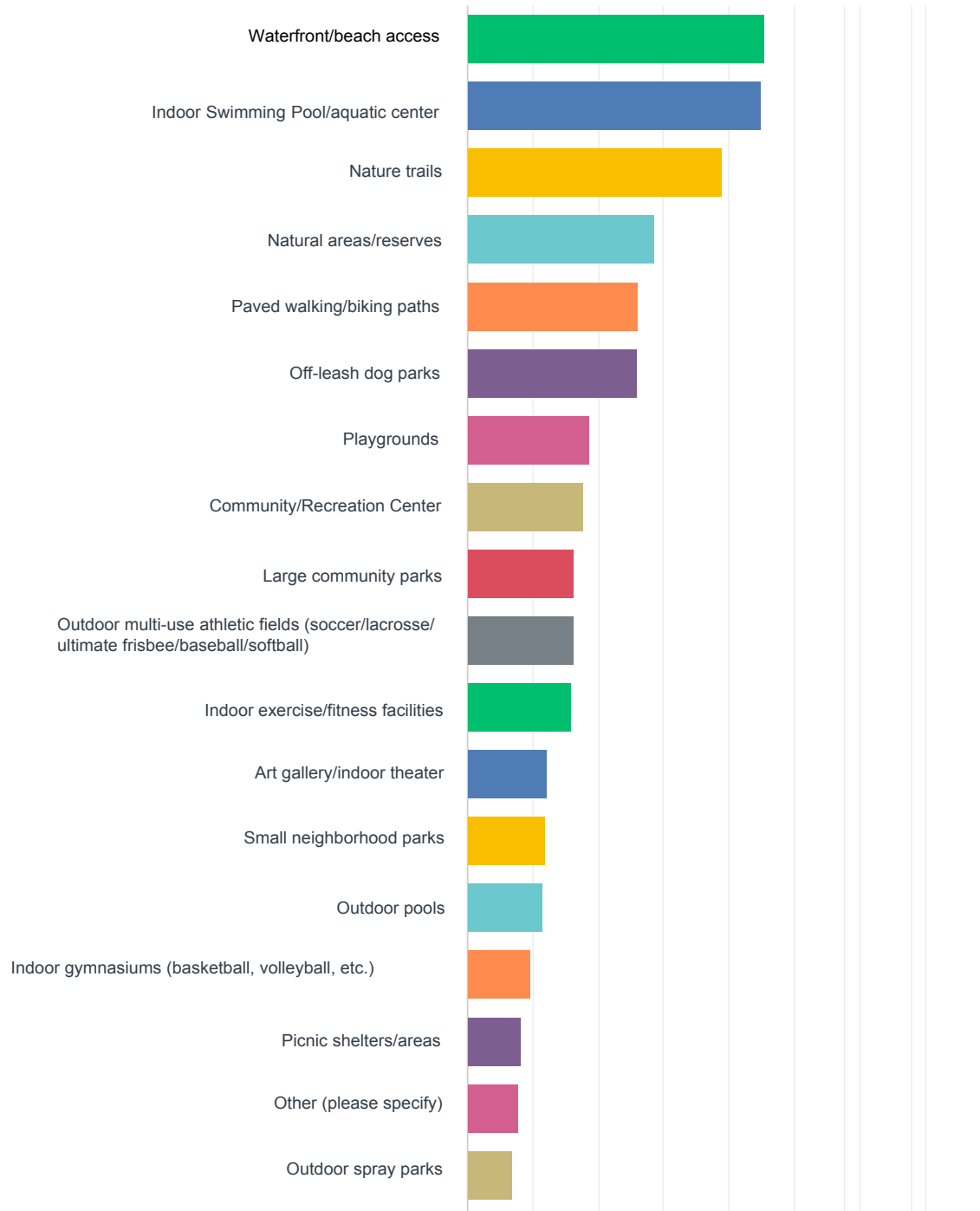


ANSWER CHOICES		RESPONSES	
Yes		86.28%	459
No		13.72%	73
TOTAL			532

Survey responses of non-residents have been included in the following data summary. To exclude them would adjust results by less than 2%, a statistically-insignificant amount.

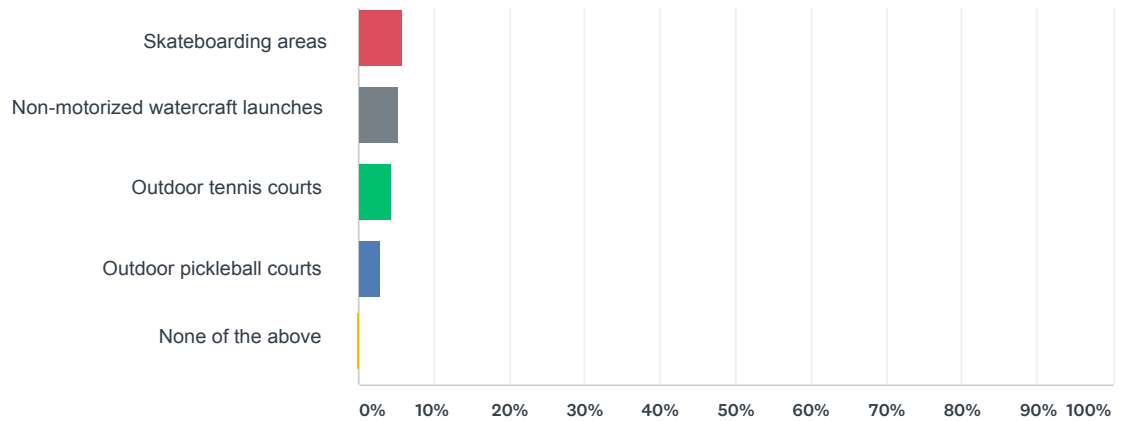
Q2 Please select up to four park and recreation facilities that you or any member of your household has a need for in Kenmore.

Answered: 532 Skipped: 0



Parks, Recreation and Open Space - Follow Up Survey

SurveyMonkey



ANSWER CHOICES	RESPONSES	
Waterfront/beach access	45.30%	241
Indoor Swimming Pool/aquatic center	44.92%	239
Nature trails	38.91%	207
Natural areas/reserves	28.57%	152
Paved walking/biking paths	26.13%	139
Off-leash dog parks	25.94%	138
Playgrounds	18.61%	99
Community/Recreation Center	17.86%	95
Large community parks	16.35%	87
Outdoor multi-use athletic fields (soccer/lacrosse/ultimate frisbee/baseball/softball)	16.35%	87
Indoor exercise/fitness facilities	15.98%	85
Art gallery/indoor theater	12.03%	64
Small neighborhood parks	11.84%	63
Outdoor pools	11.47%	61
Indoor gymnasiums (basketball, volleyball, etc.)	9.59%	51
Picnic shelters/areas	8.08%	43
Other (please specify)	7.71%	41
Outdoor spray parks	6.95%	37
Skateboarding areas	5.83%	31
Non-motorized watercraft launches	5.26%	28
Outdoor tennis courts	4.32%	23
Outdoor pickleball courts	3.01%	16
None of the above	0.38%	2

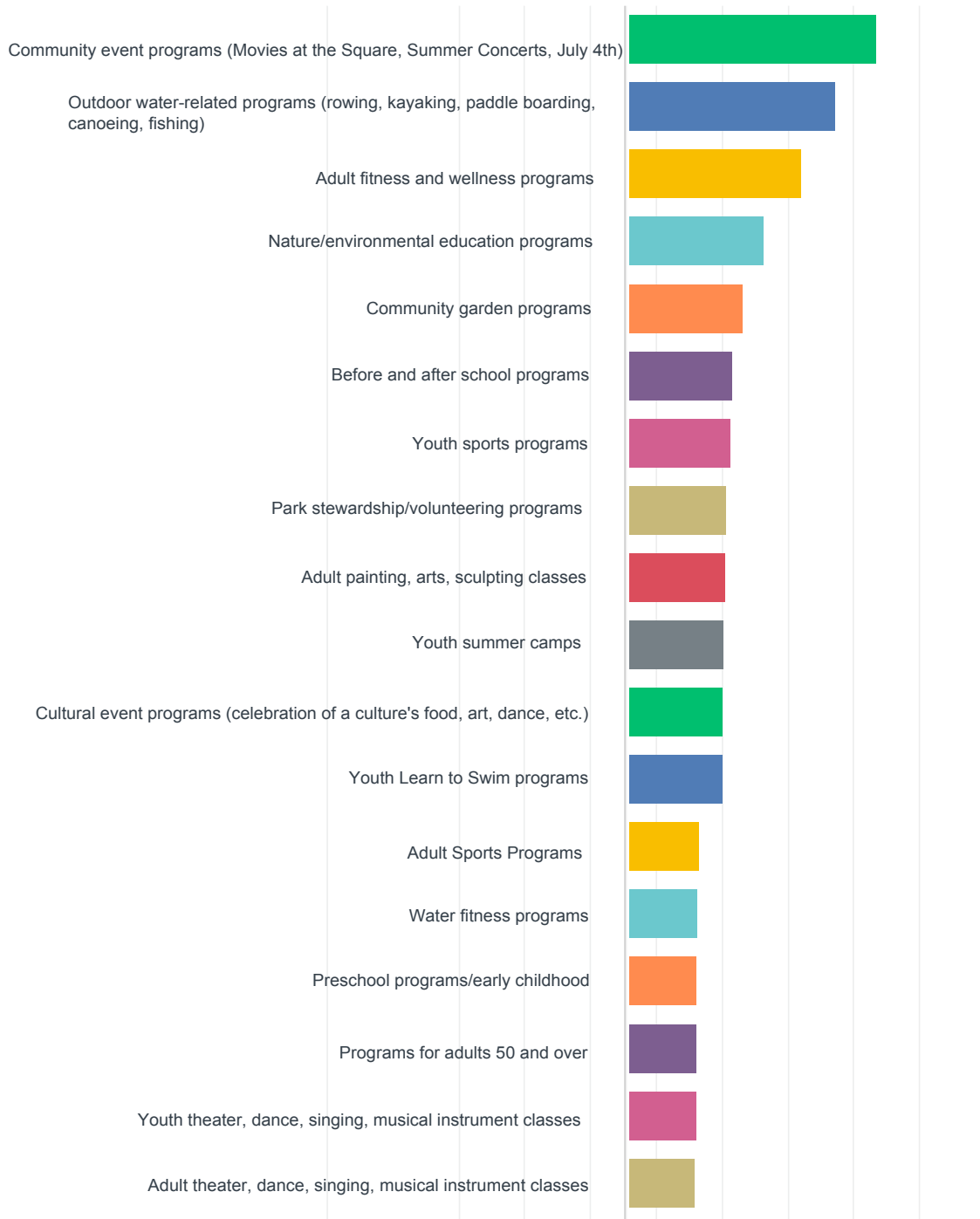
Parks, Recreation and Open Space - Follow Up Survey

SurveyMonkey

Total Respondents: 532

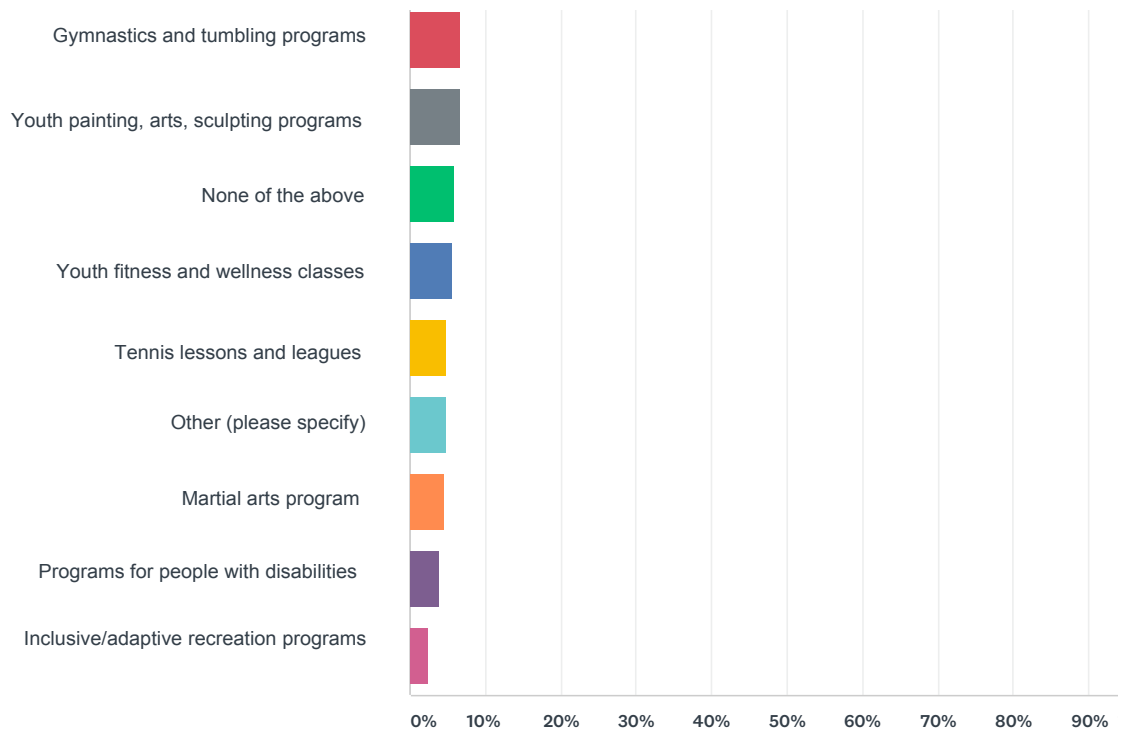
Q3 Please select up to four recreation programs that you or any member of your household has a need for in Kenmore.

Answered: 532 Skipped: 0



Parks, Recreation and Open Space - Follow Up Survey

SurveyMonkey



ANSWER CHOICES	RESPONSES	
Community event programs (Movies at the Square, Summer Concerts, July 4th)	37.59%	200
Outdoor water-related programs (rowing, kayaking, paddle boarding, canoeing, fishing)	31.39%	167
Adult fitness and wellness programs	26.13%	139
Nature/environmental education programs	20.49%	109
Community garden programs	17.29%	92
Before and after school programs	15.79%	84
Youth sports programs	15.41%	82
Park stewardship/volunteering programs	14.85%	79
Adult painting, arts, sculpting classes	14.66%	78
Youth summer camps	14.47%	77
Cultural event programs (celebration of a culture's food, art, dance, etc.)	14.29%	76
Youth Learn to Swim programs	14.29%	76
Adult Sports Programs	10.71%	57
Water fitness programs	10.53%	56
Preschool programs/early childhood	10.15%	54
Programs for adults 50 and over	10.15%	54
Youth theater, dance, singing, musical instrument classes	10.15%	54

Parks, Recreation and Open Space - Follow Up Survey

SurveyMonkey

Adult theater, dance, singing, musical instrument classes	9.96%	53
Gymnastics and tumbling programs	6.77%	36
Youth painting, arts, sculpting programs	6.77%	36
None of the above	5.83%	31
Youth fitness and wellness classes	5.64%	30
Tennis lessons and leagues	4.89%	26
Other (please specify)	4.89%	26
Martial arts program	4.51%	24
Programs for people with disabilities	3.95%	21
Inclusive/adaptive recreation programs	2.44%	13
Total Respondents: 532		

Appendix D

Kenmore PROS Plan Open House - September 25th 2019



Summation of PROS Plan Open-House

TELL US WHAT YOU THINK, ARE WE MISSING ANYTHING ?

Approximately 50 people attended the Parks, Recreation, and Open Space (PROS) Plan Update Open House meeting on Wednesday, September 25th, 2019. Residents engaged with staff about their ideas for Kenmore's future park and recreation system, filled out a three question survey and submitted comments on the draft goals, recommendations, and implementation projects. Participants were asked to vote for their preferred recommendation.

Structure of Material Presented at PROS Open-House:

A total of 13 Boards were produced for viewing at the Open-House. They have been reproduced in this transcription of the event with comments made by the public included along with their votes.

- Board 1: PROS Plan Update Planning Process
- Board 2: Existing Park System
- Board 3: Walkability to Parks & Trails
- Board 4: Walkability to Parks & Trails Continued
- Board 5: Mission & Goals
- Board 6: Recommendation One
- Board 7: Recommendation Two
- Board 8: Recommendation Three
- Board 9: Recommendation Four
- Board 10: Recommendation Five
- Board 11: Implementation Projects
- Board 12: Implementation Projects Map
- Board 13: Implementation Projects Feedback Section



PROS PLAN UPDATE PLANNING PROCESS

Timeline



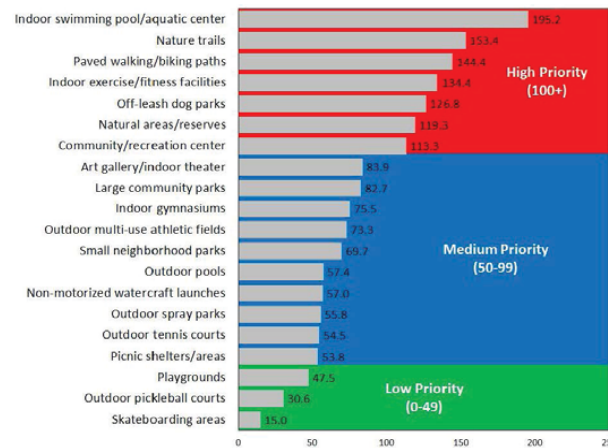
We want your feedback!

Review the presentation boards and let us know what you think. You can also take our 3 question follow-up survey at: kenmorewa.gov/prosplan.

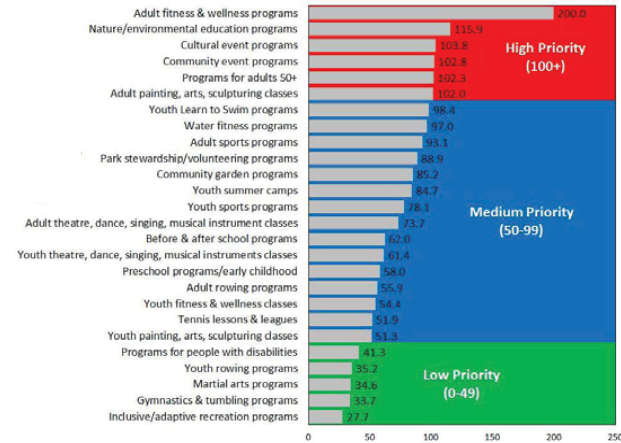
Community Engagement

A statistically valid survey was conducted to identify community priorities for recreation facilities and programs.

FACILITIES

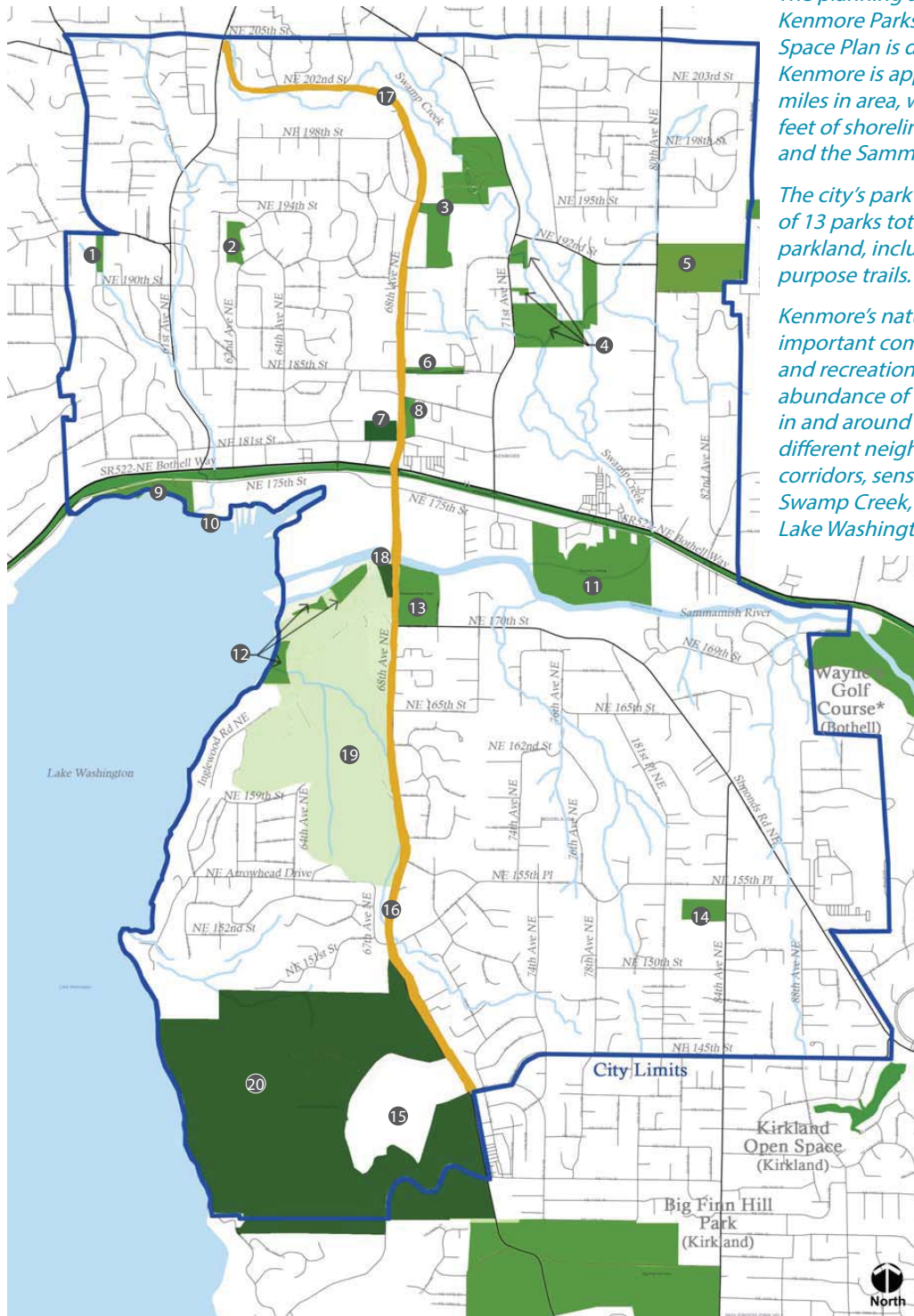


PROGRAMS



○ Place a dot on where you live or work...

EXISTING PARK SYSTEM



The planning area for the City of Kenmore Parks, Recreation and Open Space Plan is defined by the city limits. Kenmore is approximately 6.15 square miles in area, with roughly 39,000 lineal feet of shoreline along Lake Washington and the Sammamish River.

The city's park system currently consists of 13 parks totaling over 146 acres of parkland, including 3.8 miles of multi-purpose trails.

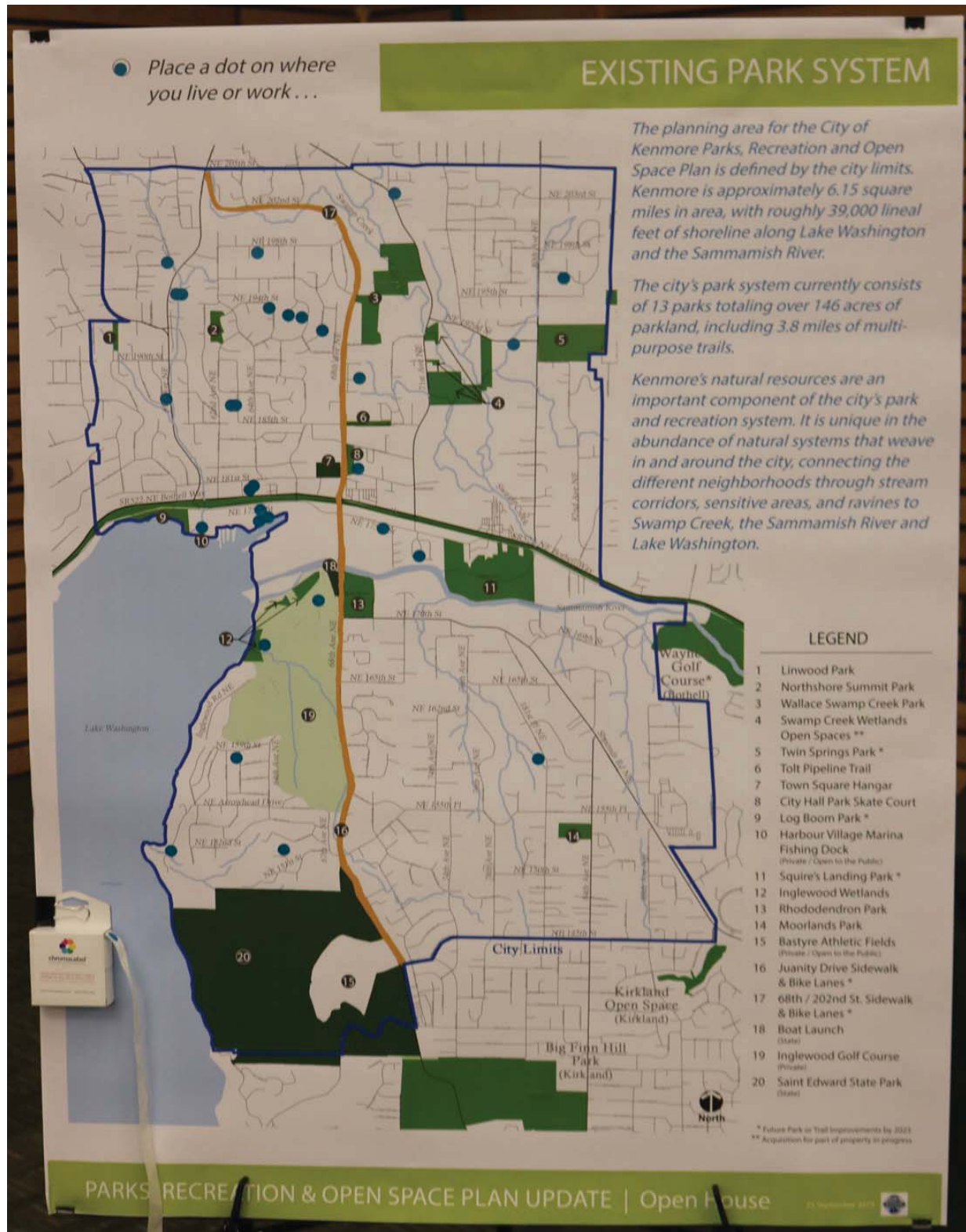
Kenmore's natural resources are an important component of the city's park and recreation system. It is unique in the abundance of natural systems that weave in and around the city, connecting the different neighborhoods through stream corridors, sensitive areas, and ravines to Swamp Creek, the Sammamish River and Lake Washington.

LEGEND

- 1 Linwood Park
- 2 Northshore Summit Park
- 3 Wallace Swamp Creek Park
- 4 Swamp Creek Wetlands Open Spaces **
- 5 Twin Springs Park *
- 6 Tolt Pipeline Trail
- 7 Town Square Hangar
- 8 City Hall Park Skate Court
- 9 Log Boom Park *
- 10 Harbour Village Marina Fishing Dock (Private / Open to the Public)
- 11 Squire's Landing Park *
- 12 Inglewood Wetlands
- 13 Rhododendron Park
- 14 Moorlands Park
- 15 Bastyre Athletic Fields (Private / Open to the Public)
- 16 Juanity Drive Sidewalk & Bike Lanes *
- 17 68th / 202nd St. Sidewalk & Bike Lanes *
- 18 Boat Launch (State)
- 19 Inglewood Golf Course (Private)
- 20 Saint Edward State Park (State)

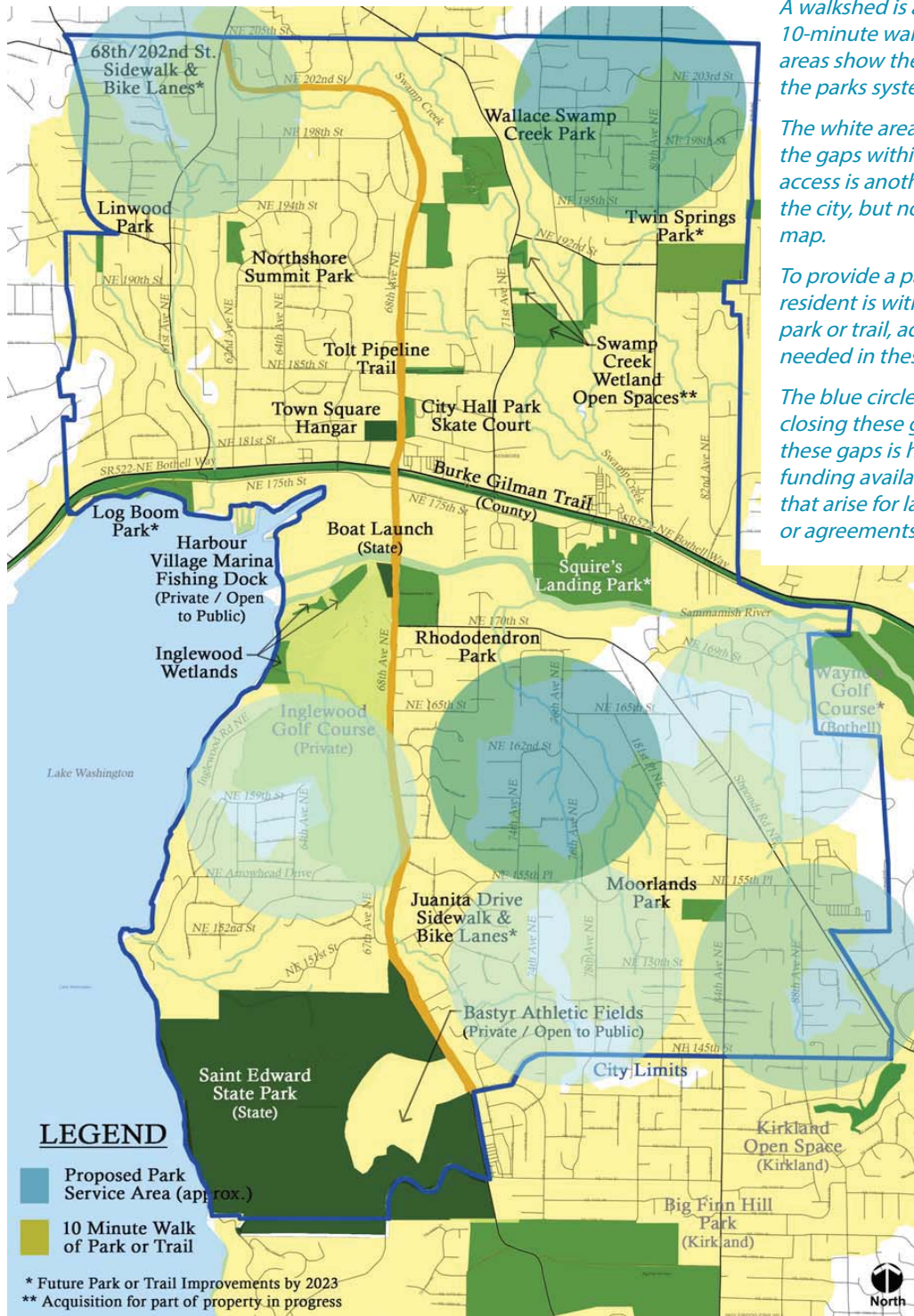
* Future Park or Trail Improvements by 2023
 ** Acquisition for part of property in progress







WALKABILITY TO PARKS & TRAILS



A walkshed is an area equal to a 10-minute walk. The yellow highlighted areas show the approximate walkshed for the parks system.

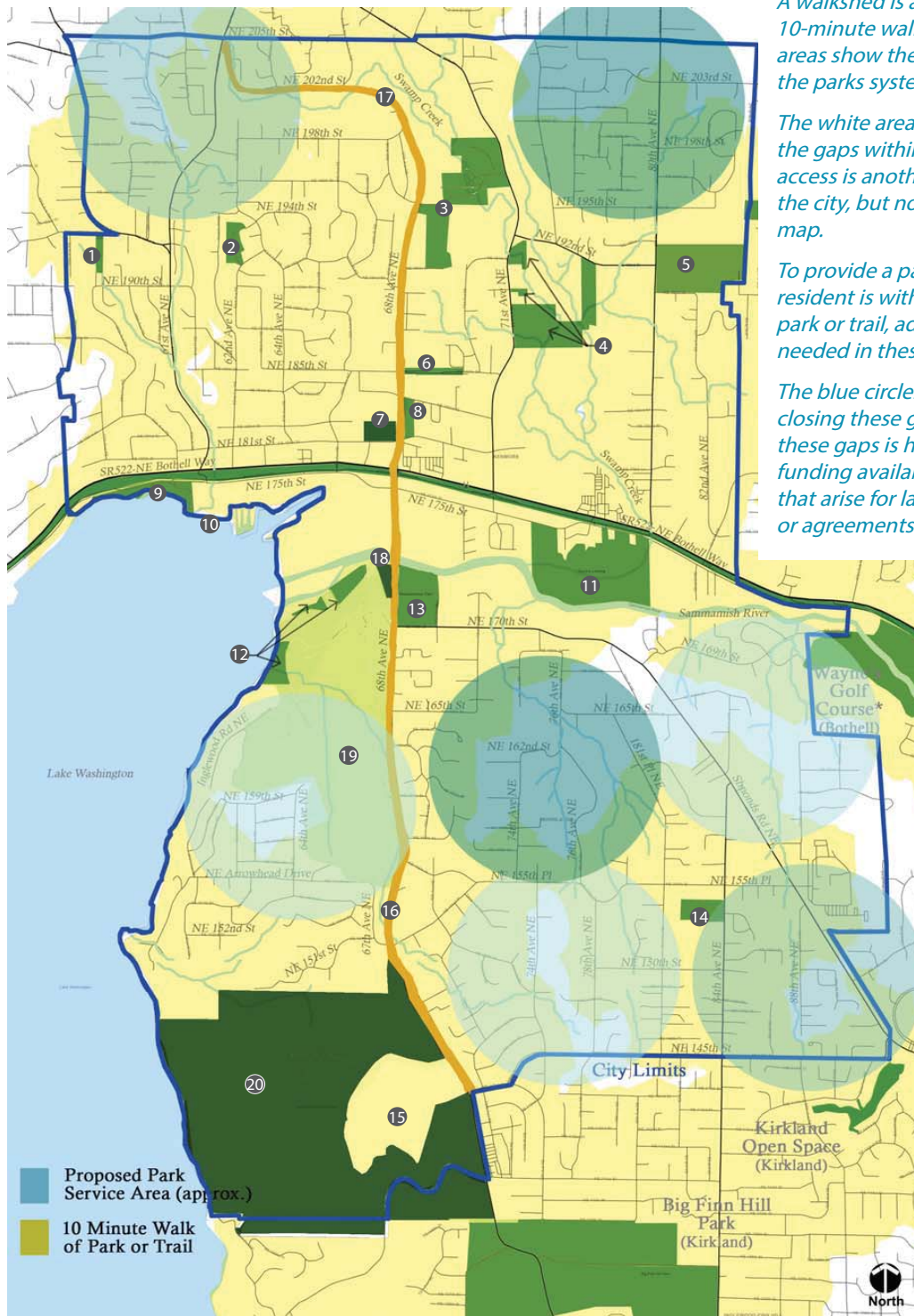
The white areas on this map highlight the gaps within this walkshed. Waterfront access is another gap that is important to the city, but not specifically shown on this map.

To provide a park system where every resident is within a 10-minute walk of a park or trail, additional facilities will be needed in these gap areas.

The blue circles are areas of priority for closing these gaps. The ability to close these gaps is highly dependent on funding availability and opportunities that arise for land acquisition, easements, or agreements with other agencies.



WALKABILITY TO PARKS & TRAILS



A walkshed is an area equal to a 10-minute walk. The yellow highlighted areas show the approximate walkshed for the parks system.

The white areas on this map highlight the gaps within this walkshed. Waterfront access is another gap that is important to the city, but not specifically shown on this map.

To provide a park system where every resident is within a 10-minute walk of a park or trail, additional facilities will be needed in these gap areas.

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MISSION & GOALS

MISSION

The City of Kenmore's vision and mission is . . .

Propelling Kenmore Upward -

We create a thriving community where people love where they live.

GOALS

These seven goals represent the direction that Kenmore strives toward for the park, open space and recreation system.

1. Provide waterfront access.
2. Provide safe routes to park, recreation & open space facilities.
3. Preserve, maintain and enhance built and natural facilities to ensure quality opportunities exist.
4. Create a balance of passive and active recreation opportunities in parks.
5. Provide equitable opportunities for diverse and affordable recreation programs and community events.
6. Engage the community in parks, recreation and open space decisions and activities.
7. Create a financially sustainable park and recreation system through partnerships and stewardship.



Aerial view of Kenmore

TELL US WHAT YOU THINK, ARE WE MISSING ANYTHING ?



MISSION & GOALS

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6. Engage the community in parks, recreation and open space decisions and activities.
7. Create a financially sustainable park and recreation system through partnerships and stewardship.



Aerial view of Kenmore

TELL US WHAT YOU THINK, ARE WE MISSING ANYTHING ?

I like the idea of having a park near the waterfront.

I think we need more walking paths.

I like the idea of having a park near the waterfront.

I think we need more walking paths.

I like the idea of having a park near the waterfront.

I think we need more walking paths.

I like the idea of having a park near the waterfront.

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I think we need more walking paths.

I like the idea of having a park near the waterfront.

I think we need more walking paths.

PARKS, RECREATION & OPEN SPACE PLAN UPDATE | Open House

Page 267

IX. A. Present the Recommended Parks, Recreation and Open Space (PROS) P...

TELL US WHAT YOU THINK, ARE WE MISSING ANYTHING ?

MISSION & GOALS: Public Comments

1. "Don't develop any more parks like Moorlands, which is only public accessible for 3 months/year. Misuse of public funds." – Mark – 9/24/19
2. "Listen to constituents See Survey NO ARTIFICIAL TURF only sod @ St Edwards Fix S Edwards Pool." – 9/25/19
3. "Improve and maintain all City open spaces and parks, including surplus swamp creek properties and street ROW's. These properties provide important environmental opportunities." - Anonymous - 9/25/19
4. "Turn large portion of LakePointe into a Park as iconic as Gasworks & Marymoore." – Todd Banks – 9/26/19
5. "Preservation of nature sustainability should be a priority. So much of our forests have been getting torn down to put up housing that we are losing an important part of what makes Kenmore special." – Anonymous - 9/25/19
6. "You did not mention playgrounds for us kids to play on." - Annie Stoklin (aged 9) - 9/25/19
7. "Balancing access and land use of people w/ protecting & promoting natural habitat for wildlife & natural areas." – J. Alderman – 09/25/19
8. "Open space and parks can be a key element in increasing Kenmore's environmental sustainability. I suggest adding an environmental sustainability goal." - Anonymous - 9/25/19
9. "Protect and maintain our Tree Canopies" - Anonymous - 9/25/19
10. "Walking trails/waterwalk with beautiful Native plants and many Seats for viewing & conversations. Also add art. Think of lovely Edmonds." – Lyn Koski – 9/25/19
11. "If these projects do have our best interest in mind for the next 20 years, then environmental sustainability will be a must. I would like to see that goal added." – Seaver R. – 9/25/19

SHARE YOUR THOUGHTS!

Place your dot HERE if you feel this is most important recommendation for the city to pursue.

RECOMMENDATIONS

The plan recommendations are organized in broad topics. They correspond to the major themes resulting from the demand and need analysis, the PROS Plan Goals, and from community input.

1

Improve access to park, recreation and open space facilities.

Access related to this recommendation includes adequate ADA access within each park; providing additional parks so everyone in the city can walk to a park or recreation facility; and providing the types of recreation programs and facilities that residents want in the park system.

The implementation strategies associated with this recommendation meet Goal 4 and 5.

IMPLEMENTATION STRATEGIES

Facility Examples:

- ADA access improvements
- Well-marked park entries, clear views into parks
- Amenities such as dog tie-up stations, bike racks, benches, parking, etc.
- Wayfinding signage to parks

Program Ideas (in partnership with others):

- Walking map noting safe routes to parks



Safe walking routes to parks

TELL US WHAT YOU THINK !



SHARE YOUR THOUGHTS!

Place your dot HERE if you feel this is most important recommendation for the city to pursue.

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The plan recommendations are organized in broad topics. They correspond to the major themes resulting from the demand and need analysis, the PROS Plan Goals, and from community input.

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The implementation strategies associated with this recommendation meet Goal 4 and 5.

IMPLEMENTATION STRATEGIES

Facility Examples:

- ADA access improvements
- Well-marked park entries, clear views into parks
- Amenities such as dog tie-up stations, bike racks, benches, parking, etc.
- Wayfinding signage to parks

Program Ideas (in partnership with others):

- Walking map noting safe routes to parks



Safe walking routes to parks

TELL US WHAT YOU THINK !

Recommendation 1: Improve access to park, recreation and open space facilities.

How can we improve access to parks and recreation facilities? (What are the barriers to access?)

What are the most important recommendations for improving access to parks and recreation facilities? (What are the most important recommendations for improving access to parks and recreation facilities?)

Recommendation 2: Provide additional parks and recreation facilities.

How can we provide additional parks and recreation facilities? (What are the barriers to access?)

What are the most important recommendations for providing additional parks and recreation facilities? (What are the most important recommendations for providing additional parks and recreation facilities?)

Recommendation 3: Provide recreation programs and facilities.

How can we provide recreation programs and facilities? (What are the barriers to access?)

What are the most important recommendations for providing recreation programs and facilities? (What are the most important recommendations for providing recreation programs and facilities?)

PARKS, RECREATION & OPEN SPACE PLAN UPDATE | Open House

22 September 2015

TELL US WHAT YOU THINK !

RECOMMENDATION 1: Public Comments

Three votes

1. "There are many sidewalks in Kenmore that are currently unsafe <such as 61st>. Please include these in your plan." – Kate Sylwester – 9/25/19
2. "Walkability to commercial areas is also important, and can enhance public health and quality of life. I suggest adding this." - Anonymous - 9/25/19

SHARE YOUR THOUGHTS!

Place your dot HERE if you feel this is most important recommendation for the city to pursue.

RECOMMENDATIONS

The plan recommendations are organized in broad topics. They correspond to the major themes resulting from the demand and need analysis, the PROS Plan Goals, and from community input.

2**Access to the waterfront**

Kenmore is a city uniquely located where the Sammamish River meets Lake Washington. It is a community that identifies itself, in part, through its proximity to water, whether it be the lake or the river that bisects the city. Our residents highly value access to the water, visual and physical, as part of their recreational needs. This is a priority expressed in the community outreach and is reflected in every parks and recreation plan developed since the city's original incorporation.

The implementation strategies associated with this recommendation meet Goal 1 and 2.

IMPLEMENTATION STRATEGIES**Facility Examples:**

- Trails along the waterfront
- Expanding water access at beach areas
- Overlooks at unique views of the water or river
- New public access along the river or lake

Program Ideas (in partnership with others):

- Kayak / SUP summer camps
- Year-round recreational rentals (kayak, SUP, etc.)
- Fishing events
- Dragon boat / kayak clubs



Waterfront programs

TELL US WHAT YOU THINK !



SHARE YOUR THOUGHTS!

Place your dot HERE if you feel this is most important recommendation for the city to pursue.



RECOMMENDATIONS

The plan recommendations are organized in broad topics. They correspond to the major themes resulting from the demand and need analysis, the PROS Plan Goals, and from community input.

2

Access to the waterfront

Kenmore is a city uniquely located where the Sammamish River meets Lake Washington. It is a community that identifies itself, in part, through its proximity to water, whether it be the lake or the river that bisects the city. Our residents highly value access to the water, visual and physical, as part of their recreational needs. This is a priority expressed in the community outreach and is reflected in every parks and recreation plan developed since the city's original incorporation.

The implementation strategies associated with this recommendation meet Goal 1 and 2.

IMPLEMENTATION STRATEGIES

Facility Examples:

- Trails along the waterfront
- Expanding water access at beach areas
- Overlooks at unique views of the water or river
- New public access along the river or lake

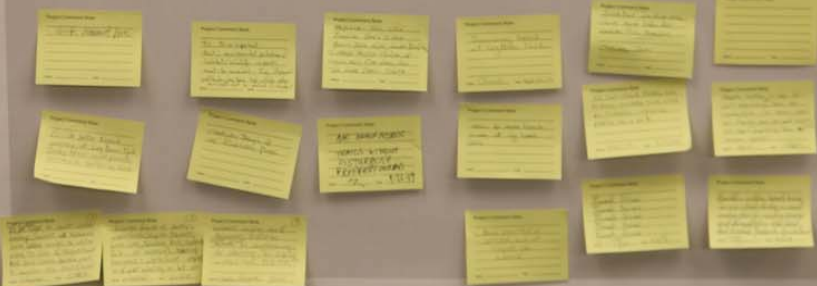
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Waterfront programs

TELL US WHAT YOU THINK !



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20 September 2019 

TELL US WHAT YOU THINK !

RECOMMENDATION 2: Public Comments

Twelve Votes

1. "Yes. This is important. But, environmental protection/habitat/wildlife impacts must be avoided. E.g. Inglewood wetland may have high wildlife value, and would not be suitable for development." - Anonymous -
2. "LakePoint development. Have some shops, food, covered picnic shelters, Marina, Docks." - Anonymous - 9/25/19
3. "Swimming beach at LogBoom Park." – Chuck – Sept. 25, 19
4. "REPLACE TALL VIEW BLOCKING TREES @ LOG BOOM PARK WITH LOWER PLANTINGS TO CREATE BETTER VIEWING OF X-MASS SHIPS, FIRE WORKS AND THE LAKE FROM SHORE." - Anonymous - [date??]
5. "Beach Access Beach Access Beach Access Beach Access Beach Access." – T. Pj- 9/25/19
6. "Build a public boat house so we could develop a small sailing fleet for sailing lessons and competition like Sand Point, Kirkland, Madison Pk, Rainier Beach." – T. Pj – 9/25/19
7. "Adequate facilities is key, not just programming alone. Public boat launches/docks, rinse stations, lockers, etc. Magnuson park has good facilities that support the programming there. Should Kenmore replicate?" – Alfred – 9/25/19
8. "If that cement factory ever becomes available, that would be fantastic waterfront property for a park." – Seaver R. – 9/25/19

TELL US WHAT YOU THINK !

RECOMMENDATION 2: Public Comments Continued

9. "Beach access that is NATURAL and not "citified" like Kirkland." - Anonymous - 9/25/19
10. "ADD BEACH ACCESS TRAILS WITHOUT DISTURBING PROPERTY AROUND." – z – 9/25/19
11. "If Kenmore has so much water frontage, cannot we humans have better access to water along the lines of Meydenbauer and Gene Coulon beaches, not to mention the traditional beaches found at Seattle's waterfronts (Myrtle Edwards, Green Lake, Seward Park, Gasworks Park...ad nauseum). Much of Kenmore's waterfront vegetation is of poor quality so let us humans enjoy one of Kenmore's resources. Water views for daydreaming, for dipping in one's toes. PLEASE!!!" – Susan Gardner- 9/25/19
12. "Provide better beach access at Log Boom Park. Sandy beach would provide community gathering space." - Anonymous - 9/25/19

SHARE YOUR THOUGHTS!

Place your dot *HERE* if you feel this is most important recommendation for the city to pursue.

RECOMMENDATIONS

The plan recommendations are organized in broad topics. They correspond to the major themes resulting from the demand and need analysis, the PROS Plan Goals, and from community input.

3 Support active and healthy lifestyles.

An active lifestyle is an important part of healthy living no matter your age, ability or interests. The facility and program ideas below are centered around active sports or new recreation facilities. Some active recreation examples may also appear on other recommendation boards.

The implementation strategies associated with this recommendation meet Goal 4, 5 and 6.

IMPLEMENTATION STRATEGIES

Facility Examples:

- Loop paths and nature trails
- Sports fields and courts
- Fitness stations, climbing walls, etc.

Program Ideas (in partnership with others):

- Hosted park walks and fun runs
- Yoga in the park
- Weekly fitness classes (Zumba, Pilates, etc.)
- Lunchtime health talks



Kids and adults being active

TELL US WHAT YOU THINK !



SHARE YOUR THOUGHTS!

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Kids and adults being active

TELL US WHAT YOU THINK !

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23 September 2019

TELL US WHAT YOU THINK !

RECOMMENDATION 3: Public Comments

Seven Votes

1. "When selecting sites for ballfields, etc. It should be somewhere that has already been developed. Getting rid of forests for baseball doesn't seem like the right thing to do." – 9/25/19
2. "A community park at Lakepoint that provides a variety of active sport activities. This could become the "Heart" of Kenmore." - Anonymous - 9/25/19
3. "Right location for right purpose. What makes Lakepointe unique is that it's on the water. Will ballfields enhance that location? Why not a promenade w/ stage, food vendors, meeting space like the Hanger?" -Alfred -9/25/19
4. "Tennis Court & Wall's To Hit Against." - Anonymous - 9/25/19
5. "Please build Ballfields!! @ Lake Point! We spend tons of time playing, eating, staying in neighboring cities." -Anonymous - 9/25/19
6. "A consolidated giant sports complex is not the answer. We don't want a 'mall'. Instead, integrate sports fields, aquatics center, gyms, etc into the community Spread it out. Give each area something unique." – Alfred – 9/25/19
7. "Please put playfields/ballparks somewhere besides St. Edwards Park!" - Anonymous - 9/25/19
8. "Ballfields at Lakepoint would" - Anonymous - 9/25/19

TELL US WHAT YOU THINK !

RECOMMENDATION 3: Public Comments Continued

9. "Ballfields should be centrally located. NOT at St. Edward St. Park. -Amy McKenday - 9/25/19
- 10."Downtown Kenmore - Lakepointe is the appropriate location for a sports complex. NOT St. Edward State" - Anonymous - 9/25/19
- 11."More ball fields is a good idea, but only in appropriate locations St. Edwards is not an appropriate location. I suggest partnering with schools for development of ball fields." - Anonymous - 9/25/19
- 12."Lakepoint should be a sports complex. Baseball, soccer, tennis, basketball Also, a dog park would be great!" – Sarah – 9/25/19
- 13."Woodinville has sports complex so should Kenmore. Lakepointe would be a great site. A sports complex would generate significant business for hotel, restaurants, etc by providing opportunities for Soccer, baseball, softball tournaments." – Todd Banks – 9/26/19

SHARE YOUR THOUGHTS!

Place your dot **HERE** if you feel this is most important recommendation for the city to pursue.

RECOMMENDATIONS

The plan recommendations are organized in broad topics. They correspond to the major themes resulting from the demand and need analysis, the PROS Plan Goals, and from community input.

4 Conservation of the built and natural environment.

So much of what makes Kenmore unique and draws people to want to live here is the city's harmony between the built and natural landscape. The abundance of natural areas, the streams, wetlands, forest and ravines that weave their way through the community and help define the character of the city. The preservation and restoration of these natural systems is reflected in the examples listed below. Renovation and maintenance of the built environment is equally important to preserve the recreational value, safety, sustainability and function of the park system as a whole.

The implementation strategies associated with this recommendation meet Goal 3.

IMPLEMENTATION STRATEGIESFacility Examples:

- Restoration of urban forests and natural areas in parks
- Trails and elevated walkways through natural areas
- Renovation or repair of existing facilities such as restrooms and playground equipment

Program Ideas (in partnership with others):

- Volunteer planting and clean-up days
- Guided nature walks



Nature walks in parks

TELL US WHAT YOU THINK !



SHARE YOUR THOUGHTS!

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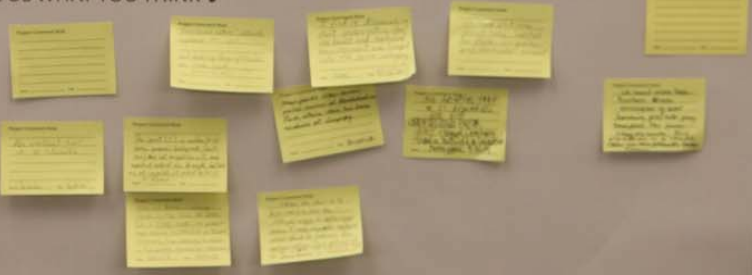
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Nature walks in parks

TELL US WHAT YOU THINK !



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TELL US WHAT YOU THINK !

RECOMMENDATION 4: Public Comments

Seventeen Votes

1. "No Artificial Turf AT St EDWARDS USE SOD USE FIELDS@ BASTYR WAIT + Request Developer To put in Ballfield @ LAKEPOINT - Anonymous - 9/25/19
2. "I believe this should be the basic underling park idea. – Although, access to water, picnic areas, & some physically challenging areas should be enhanced from natural settings (think parks east off I-90 - w/ very little alteration of cover) - Nancy Hansen - 9/25/19
3. "This will become a pressing issue in the next 20 years. It is vital that we preserve the natural environment of Kenmore. Connecting the community to nature is the greatest advocacy for sustainability." – Seaver R. – 9/25/19
4. "The point (4) is unclear to me Some proposed developments (built env) are not compatible with some aspects of natural env. For example, ballfields are not compatible with natural habitat at St. Edward. - Anonymous - 9/25/19
5. "Keep parks clean-better police control of Rhododendron Park, where there has been evidence of camping." – 9/25/19
6. "City should plant more street trees. Important for shade, air quality and storm water management." - Anonymous - 9/25/19
7. "'Preserve and restore' natural systems – yes! But destroy them if they're on state land. (St. Edward State Park!?)" - Anonymous - 9/25/19
8. "We need more trees. Restore. Make developers of new housing projects pay to replace the trees they remove. Blind population is in trouble. Trees are the planet's things. - Karen - 9/25/19
9. "No artificial turf at St Edwards." – Chuck – 9/25/19
10. "I find it disconcerting that conservation of the built and natural environment are lumped into the same category." – Ann – 9/25/2019

SHARE YOUR THOUGHTS!

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5

Provide for a diverse range of park, recreation and open space interests, and ensure flexibility in the system to respond to changing interests overtime.

What happens in park facilities – the physical improvements, activities and programs – is equally important to creating a quality parks system for Kenmore residents. Improvements within parks should support opportunities for future recreation programs, whether those programs are offered by the city or by others. Parks should be flexible to accommodate new trends, a shift in the demographics of the community over time, and be inclusive of all Kenmore residents.

The implementation strategies associated with this recommendation meet Goal 5 and 6.

IMPLEMENTATION STRATEGIES**Facility Examples:**

- Picnic shelters and plazas
- Multi-purpose fields and courts
- Splash pads, climbing rocks, emerging sports facilities like gaga ball courts and pickleball

Programs Ideas (in partnership with others):

- Community celebrations and events
- Diversity day, food trucks around the world, etc.



Gaga ball court

TELL US WHAT YOU THINK !



SHARE YOUR THOUGHTS!

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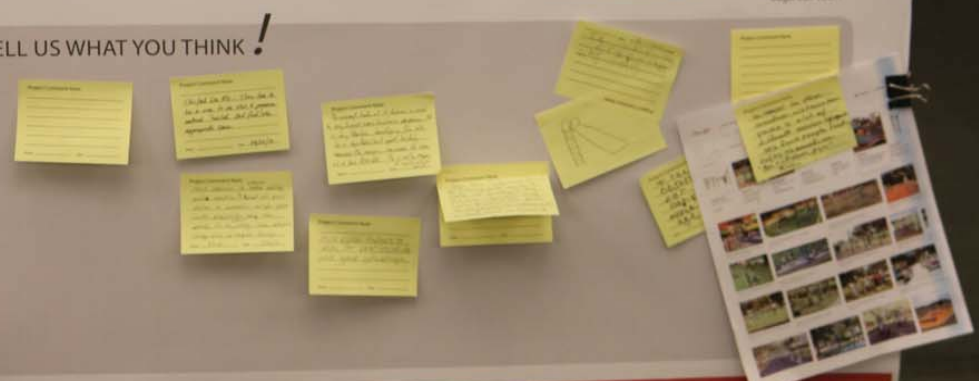
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gaga ball court

TELL US WHAT YOU THINK !



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TELL US WHAT YOU THINK !

RECOMMENDATION 5: Public Comments

Four Votes

1. "I'd like a free-standing slides (photo of slide attached to comment). Tree house observatory for swampcreek park." - Annie Stockin - 9/25/19
2. "In travel to other countries, we have seen parks w/ a lot of different exercise equipment. It's fun & people really enjoy themselves." (attached to comment was a printout with photos of outdoor exercise equipment) – Karen - 9/25/19
3. "Has the city considered partnering with county & state to purchase the pre mix-concrete area (now private) for park development (non-commercial)? The time of opportunity for acquiring and preserving quality recreational public waterfront property is disappearing fast –as is most of our environment. Kenmore should be known for the quality of its preservation of natural resources. - Mark Moore - 9/24/19
4. "This feels like #3...There has to be a way to do this & preserve natural habitat. And fine/use appropriate space." – Anonymous -9/25/19
5. "Smart additions to enhance existing park amenities. Eg spread out picnic shelters to accommodate multiple groups. Locate playgrounds away from parking lots. For children safety. Clean bathrooms, Grassy areas w/ adequate drainage." – Alfred – 9/25/19
6. "More picnic shelters to allow for year round use and group gatherings." - Anonymous - 9/25/19
7. "The current field at St. Edward is used b very diverse users for diverse purposes. It is very flexible. Developing this site to a synthetic turf sports facility narrows the users, narrows the uses, and is less flexible. This is another reason it should not be built." - Anonymous - 9/25/19

The following is a list of recreation facilities and programs considered for implementation.

IMPLEMENTATION PROJECTS

RECOMMENDATIONS

1

Improve access to park, recreation and open space facilities.

- New Park Land to Fill Walkability Gap *
- Tolt-Pipeline Phase 2
- Moorlands Park Property Expansion
- Moorlands Neighborhood Trail Connector
- Twin Springs Park Improvements
- Safe Routes to Parks *
- ADA and Universal Access *

2

Access to the waterfront.

- Waterfront Trail (WaterWalk)
- New Parkland on Lake Washington
- New Parkland on Sammamish River
- Waterfront Recreation Programming *
- Rhododendron Park Completed Boatshed
- Log Boom Park Waterfront Access Improvements
- Squire's Landing Park Renovation (Water Access)

3

Support active and healthy lifestyles.

- Aquatic/Community Center (In Partnership) *
- Linwood Park Renovation
- City Hall Park Phase 2 Improvements
- Saint Edward State Park Ballfield Renovation
- New Athletic Field(s)
- Support Active Recreation Providers *

4

Conservation of the built and natural environment.

- Swamp Creek Wetland Acquisition & Nature Trail
- Restoration of Natural Areas (In Partnership) *
- Park Operational and Maintenance Needs *
- Park Facility Major Repairs / Replacement *
- Outdoor Environmental Educational Programming *

5

Provide for a diverse range of park, recreation and open space interests and ensure flexibility in the system to respond to changing interests over time.

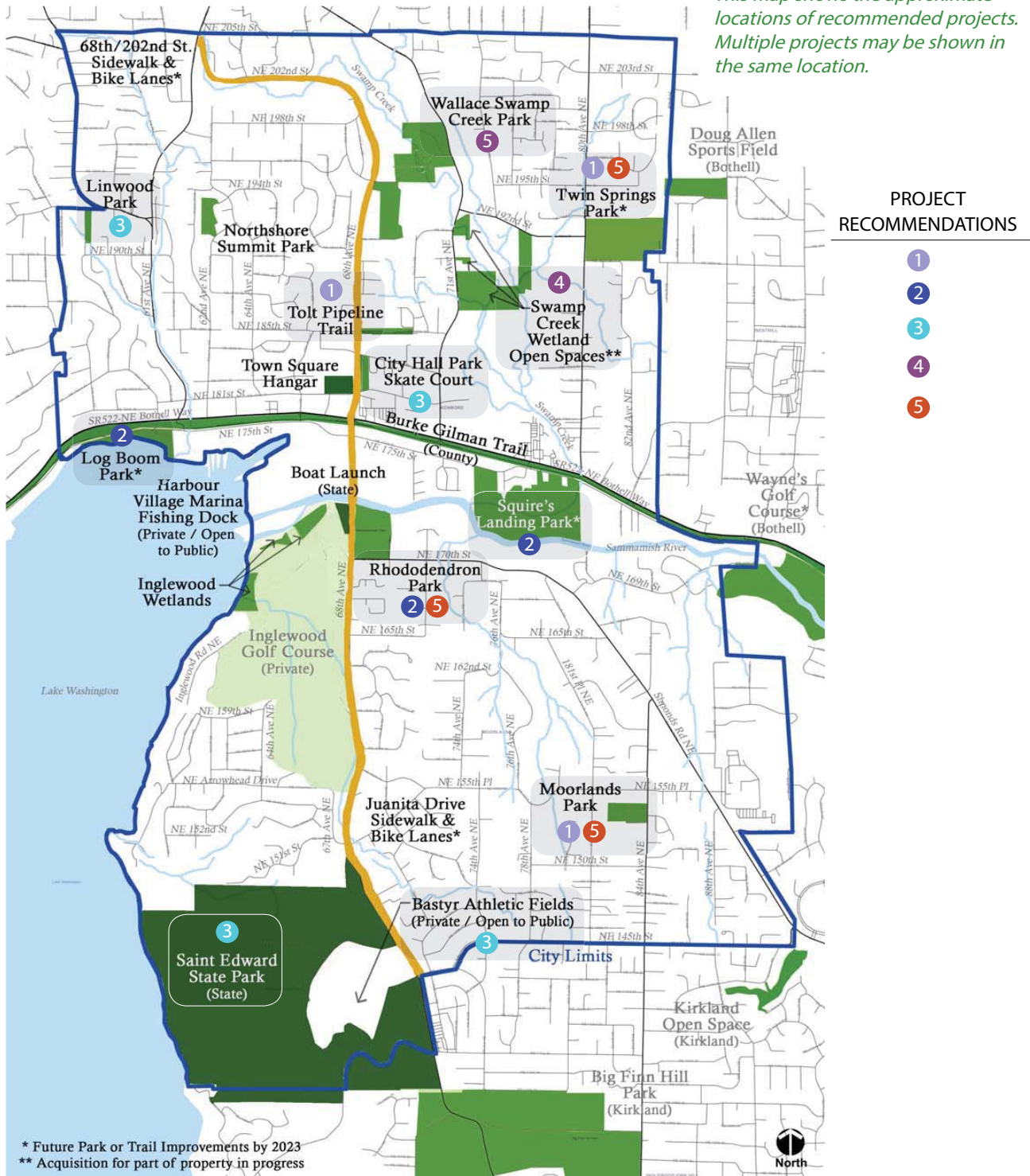
- Community Events and Gathering *
- Community Engagement *
- Public Arts and Culture *
- Dog Off-Leash Area *
- Wallace Swamp Creek Park Improvements
- Twin Springs Park Nature Play & Picnic
- Rhododendron Park Trail Improvements
- Adding Recreation Facilities in Parks (e.g. pickleball court, splash pad) *

Projects with an asterisk () are not shown on the map.*



IMPLEMENTATION PROJECTS

This map shows the approximate locations of recommended projects. Multiple projects may be shown in the same location.

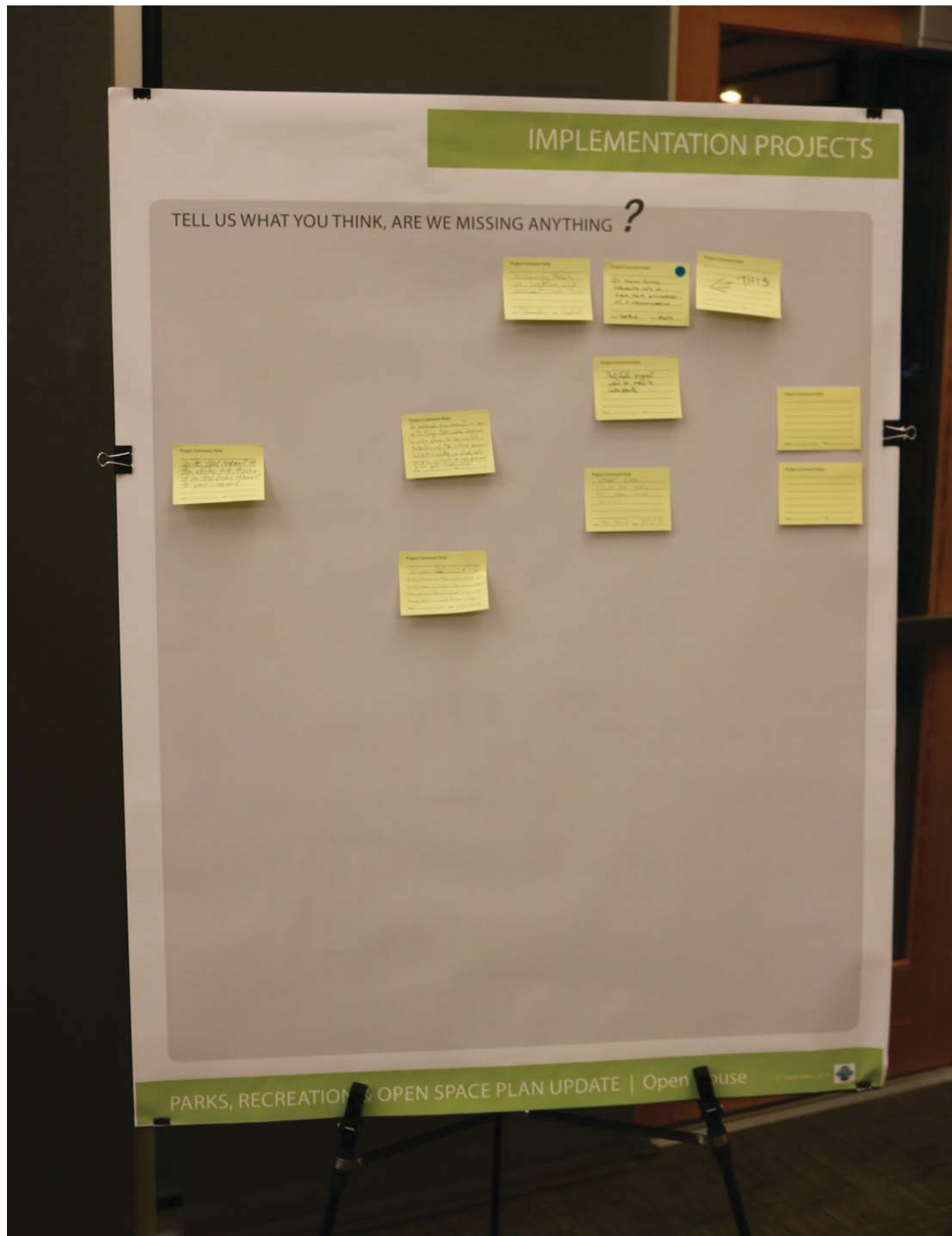




IMPLEMENTATION PROJECTS

TELL US WHAT YOU THINK, ARE WE MISSING ANYTHING ?





IMPLEMENTATION PROJECTS

TELL US WHAT YOU THINK, ARE WE MISSING ANYTHING ?

1. In response to survey: "Forget all this and ask yourselves one question: Why is this list, i.e. your, allowed to be so dominated by things catering to "elders" and comparatively short of things for children?" - Anonymous - 9/25/19
2. "The natural environment is one of the things that makes Kenmore a nice place to be & live. Protection of the natural environment, habitats & wildlife is closely related to open space, and should be more prominent in the goals + explanation" - Anonymous - 9/25/19
3. "If you launch a boat at the boat launch on the west side of 68th and head towards lake Washington you pass "Bird Island." Can we save Bird Island for the city." – Anonymous - 9/25/19
4. "GREAT IDEA! Thanks for hosting this open-house format!" - Paul Stocklin – 9/25/19
5. "Ball field proposal could be moved to Lakepointe." - Anonymous - 9/25/19
6. "It seems turning Lakepointe into an iconic park accomplishes all 5 recommendations." – Todd Baker – 9/26/19
7. "THIS" (w/ arrow pointing at the previous comment, number 6) - Anonymous - 9/25/19
8. "Swimming Beach at Logboom and and Wallace Creek Park." – Chuck – 9/25/19

Appendix E



CITY OF KENMORE PARKS AND RECREATION IMPACT FEE RATE STUDY REPORT

May 2019

Prepared by:



3717 Beach Drive SW, No. 118

Seattle, WA 98116

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INTRODUCTION

RCW 82.02.050 through 82.02.110 (“Impact Fee Law”) authorizes cities to impose impact fees for publicly-owned parks, open space and recreation facilities (hereafter “park facilities”). These impact fees for park facilities (“impact fees”) can be imposed on development as a condition of development approval to pay for park facilities that are needed to serve new growth and development activity means any construction or expansion of a building, structure, or use, any change in use of a building or structure, or any changes in the use of land, that creates additional demand and need for park facilities.

Under the Impact Fee Law, the park impact fees must be used for system improvements, which are public facilities that are included a city’s capital facilities plan and are designed to provide service to service areas within the community at large, in contrast to project improvements, which are site improvements and facilities that are planned and designed to provide service to a particular development project and that are necessary for the use and convenience of the occupants or users of the project. The impact fees cannot be used to pay for maintenance and repair, and cannot exceed the development’s proportionate share of the public facilities costs. The impact fees must be spent or encumbered within ten years of receipt (unless there is an extraordinary and compelling reason for the fees to be held longer than ten years. In addition, a city cannot finance public facilities entirely with impact fees; the financing of public facilities must have a balance of impact fees and other sources of public funds.

Under the Impact Fee Law, cities can set a “level of service” standard for park facilities that is different from level of service standards for other facilities that are not financed in part by impact fees. If a city’s current system of park facilities has less investment than called for by the level of service standard, then there is a “deficiency;” if the current system of park facilities exceeds the level of service standard, then there is a “reserve capacity.” Impact fees cannot be used to address deficiencies, though they can be used to reimburse a city for reserve capacity.

The City of Kenmore has elected to use a standard that is equal to the current level of public facilities per capita. This means that there is no deficiency and no reserve capacity, and that the impact fees will sustain the current level of service by keeping up with growth.

Updating the City’s park impact fee rates (hereafter “impact fees”) is one of the 2019 budget goals for the City. The City first adopted park impact fees in 2001 set by a rate study. Since then, the City has purchased park lands and built park facilities for all residents. Thus, park level of service has increased significantly. The City wants to make sure that the current park level of service is maintained for all citizens and that new residents will pay for their fair share of future park facilities.

CALCULATIONS

Population Forecast

The City's estimated population in 2035 will be 28,473, based on the City's Comprehensive Plan. This represents a 5,553 population increase from the City's current population of 22,920 (2018).

Per Capita Park Value

The City's per capita park level of service is determined by taking the value of the current park facilities and dividing it by the current city population. Table 1 below shows the list of current park facilities and the value of the City's park system facilities.

Total Value of Existing Park Facilities System ÷ Current Kenmore Population = Per Capita Park Value (LOS)

Per Capita Park Value (LOS) is = \$74,705,497 ÷ 22,920 = **\$3,259**

Table 1 – Value of City’s Park Facilities System

Asset Type	Total	Unit	Unit Measure (4)	Value/Unit (2)	Total
Public Art	2	2	Each	\$5,000.00	\$10,000
Ped Bridges	2	2	Each	\$117,885	\$235,770
Pier	1	17500	Square Feet	\$600.00	\$10,500,000
Floating Docks	3	3	Each	\$160,000	\$480,000
Trails- Boardwalk	1	1872	Square Feet	\$129.50	\$242,424
Outdoor Restrooms	3	1263	Square Feet	\$145.00	\$183,135
Buildings	2	10640	Square Feet	\$300.00	\$3,192,000
Minor Structures		3695		\$80.00	\$295,600
Basketball Courts	1	3165	each	\$31.60	\$100,014
Skate Court	1	5542	Square Feet	\$60.00	\$332,520
Drinking Fountains	4	4	Each	\$12,000.00	\$48,000
Fencing	11	4043	Linear Feet	\$30.00	\$121,290
Baseball Field	1	55780	Square Feet	\$10.75	\$599,635
General Use Field Area 8+		106841	Square Feet	\$2.10	\$224,366
Litter Receptacle	43	43	Each	\$500.00	\$21,500
Benches	49	49	Each	\$750.00	\$36,750
Picnic Tables	31	31	Each	\$1,500.00	\$46,500
Picnic Shelter	2	1250	Square Feet	\$70.00	\$87,500
Playgrounds	7	25869	Square Feet	\$18.65	\$482,457
Railings		648	Linear Feet	\$90.00	\$58,320
Signs- Entry	21	21	Each	\$13,000.00	\$273,000
Signs-Educational	19	19	Each	\$1,000.00	\$19,000
Signs- Regulatory	46	46	Each	\$250.00	\$11,500
Signs-Directional	7	7	Each	\$3,000.00	\$21,000
Plaques	1	1	Each	\$500.00	\$500
Lights-Pedestrian	4	4	Each	\$1,000.00	\$4,000
Lights-Security	1	1	Each	\$6,250.00	\$6,250
Lights-Street	3	3	Each	\$6,250.00	\$18,750
Trails - Asphalt		4339	Square Yard	\$28.00	\$121,492
Trails - Concrete		2796	Square Yard	\$32.00	\$89,472
Trails - Gravel		2873	Square Yard	\$75.00	\$215,475
Trails - Native		1148	Square Yard	\$37.00	\$42,476
Trails - Other (Step Stc	1	25	Square Yard	\$37.00	\$925
Walls	2	220	Linear Feet	\$38.00	\$8,360
Hardscape-Parking Lot	7	6419	Square Yard	\$37.00	\$237,503
Hardscape-Plazas		1338	Square Yard	\$32.00	\$42,816
Hardscape-Roads		191	Square Yard	\$37.00	\$7,067
Landscape		171613	Square Feet	\$10.00	\$1,716,130
Irrigation		10	Acre	\$20,000	\$200,000
(1)(3) Parkland	12	138	Acre	\$394,000	\$54,372,000
			TOTAL PARK SYSTEM VALUE:		\$74,705,497

Footnotes:

- (1) Park land and per unit costs provided by City of Kenmore staff unless otherwise stated.
- (2) Costs per unit were established based on the cost of current (2016-18) capital improvement project costs in Kenmore and throughout the region.
- (3) Unit cost for the City of Kenmore parkland is based on the average land value per acre from recently appraised City of Kenmore properties.
- (4) Unit Cost Assumptions are available in Appendix A.

Service Area Consideration

It is assumed that all City citizens have access to all park facilities. Thus, all land within the City is the service area for purposes of these calculations.

Investment Needed for Growth

Multiplying existing per capita park value by the projected population growth over the 2019-2035 period yields the total dollar investment in parks facilities that will be needed in present value to keep up with growth demands and provide the same level of service currently enjoyed by Kenmore citizens.

$$\text{Investment Needed for Growth} = \text{Per Capita Park Value} \times \text{Population Increase}$$

Table 2 – Investment Needed for Growth

Current Population	22,920
Projected 2035 Population (Per Comp. Plan)	28,473
Population Increase	5,553
Per Capita Park Value	\$ 3,259
Investment Needed for Growth = (\$3,259 X 5,553)	\$ 18,097,227

CAPITAL FACILITIES PLAN

Because impact fees can only be spent on park facilities that are included in a capital facilities plan (as mentioned above), the City adopted the Park Capital Facilities Plan (2015-2035) as part of the City's Comprehensive Plan in 2015 ("CFP").

As mentioned above, impact fees can be imposed on development only to pay for park facilities that needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for park facilities, that is a proportionate cost of park facilities, and that is used for park facilities that reasonably benefit the new development.

Table 3 below depicts all parks facilities in the CFP which have not been built yet, since the plan was adopted in 2015 and revised in 2018. The cost and determination of "growth related" versus "non-growth related" was analyzed and updated by the City Staff. Total CFP project cost is \$42,136,420, of which \$39,037,528 is growth related and \$3,099,022 is non-growth related (maintaining the existing park facilities).

The "investment needed for growth" in Table 2 is a representation of the growth-related capital needed to sustain the current level of service. It is important to compare that figure with the total CFP, because the CFP represents an estimate of the capital needs that is practical, not theoretical. The City cannot use the calculated "investment needed for growth"

number calculated in Table 2 as the basis for the impact fee unless there is least that amount in identified park facility projects that the City has planned to spend money on over the forecast period. Clearly, the City has more growth-related park facility costs than the investment needed for growth. If the reverse were true, investment needed for the future would have to be reduced accordingly.

Table 3 – Capital Facilities Plan – Growth and Non-Growth-Related Projects

Project Number	Project Description	2013 Cost Assumptions	2019 Total Cost	% Respond to Growth	Growth Related	Non-Growth Related
A1/D1	Water Walk Master Plan	\$200,000	\$200,000	100%	\$ 200,000	\$0
A3	Lake Washington Waterfront Park Acquisitions	Unknown	\$3,707,190	100%	\$ 3,707,190	\$0
A5	Sammamish River Waterfront Park Acquisitions	\$3,300,000	\$8,897,256	100%	\$ 8,897,256	\$0
A7	Swamp Creek Open Space Acquisitions	\$1,060,000	\$4,800,000	100%	\$ 4,800,000	\$0
A8	Heron Rookery Acquisition	\$0	\$800,000	100%	\$ 800,000	\$0
A9	Community Park Land Acquisition	\$10 Mil to \$15 Mil	\$6,698,000	100%	\$ 6,698,000	\$0
A10	Moorlands Park Property Expansion	\$624K to \$1 Mil	\$394,000	100%	\$ 394,000	\$0
A11	Partnership Community Center Acquisition	\$ 2,799,000	\$1,576,000	100%	\$ 1,576,000	\$0
D3	Log Boom Park Waterfront Access Development	\$ 2,640,000	\$423,644	46%	\$ 194,876	\$228,768
D5	Wallace Swamp Creek Park Development	\$ 721,000	\$1,081,500	90%	\$ 973,350	\$108,150
D7	City Gateway Entry Signs	\$ 287,000	\$80,000	0%	\$ -	\$80,000
D9	Twin Springs Park Development	\$1.3 to \$2.4 Mil	\$400,000	100%	\$ 400,000	\$0
D10	Athletic Field Development	\$2.7 Mil	\$7,000,000	75%	\$ 5,250,000	\$1,750,000
D11	Picnic Facility Developments	Unknown	\$100,000	0%	\$ -	\$100,000
D12	Swamp Creek Nature Trail Development	\$ 1,150,000	\$2,000,000	100%	\$ 2,000,000	\$0
D13	Sport Court Developments	Unknown	\$150,000	0%	\$ -	\$150,000
D14	Off-Leash Dog Area Development	\$ 739,000	\$739,000	100%	\$ 739,000	\$0
D18	Tolt Pipeline Trail Phase 2 Development	\$ 136,000	\$500,000	100%	\$ 500,000	\$0
D19	Squire's Landing Waterfront Access Development	\$ 15,305,000	\$1,532,190	90%	\$ 1,378,971	\$153,219
R3	Linwood Park Renovation	\$ 587,000	\$1,057,770	50%	\$ 528,885	\$528,885
	TOTAL		\$42,136,550		\$ 39,037,528	\$3,099,022
(1) Capital Facilities Project costs are established by specific project cost estimates.						
(2) Costs include: project administration, acquisition, design, construction & contingency, escalation.						
(3) Unit Cost Assumptions are available in Appendix A.						
(4) Waterfront Property Cost Estimate is taken from average of all land value in Kenmore by KC Assessor's \$741,438.						
(5) All other land acquisition costs for parks is based on average recent park appraisals - \$394,000						
(6) Wetland land acquisition costs are based on approx half of average recent park appraisals - \$200,000						

PROPORTIONATE SHARE ADJUSTMENTS

The Impact Fee Law requires the City to make various adjustments to the “Investment Needed for Growth” number. The City has identified five specific areas to review to estimate proportionate share of new growth; 1) existing impact fees collected, 2) amount of City revenues paying for growth, 3) general obligation bonds related to park facilities, 4) surface water management capital facilities revenues related to park facilities, and 5) reserve capacity value.

1 Impact Fee Revenue Adjustment

City has collected \$430,748 of impact fees as of March 2019. Even though some of these funds are obligated for the future park facilities in the CFP, they need to be deducted from the investment needed for growth to avoid double payment for the same facilities.

2 Non-Impact Fee Revenue Adjustment

Based on the City’s last five-year historical park funding data and five-year future park facilities improvement plan, the City estimates it will contribute \$235,535 per year for the park facilities (growth and non-growth-related projects).

Table 4 – Non-Impact Fee Revenues

King County Levy	\$ 53,335
Real Estate Excuse Tax (REET)	\$ 180,000
Donations	\$ 2,000
TOTAL	\$ 235,335

Following calculations in Table 5 were performed to identify \$1,618,559 to be deducted from the investment needed for growth number.

Table 5 – Non-Impact Fee Reduction

Total Annual City Contributions	\$ 235,535
Total Non-Impact Fee Revenues for 16 Years = \$235,535 X 16	\$ 3,768,560
City will use non-Impact fee revenues to fund entire Capital Facilities Plan.	
Percentage of Non-Impact Fee Contribution = Non-Impact Fee Revenues / Planned Park Improvements	
Percentage of Non-Impact Fee Contribution = \$3,768,560 / \$42,136,550	8.94%
Future Investment Needed for Growth= Future Investment Needed for Growth X 11.27%	
Amount to be Adjusted = \$18,097,227 X 8.94%	\$ 1,618,559

3 General Obligation Bonds

City issued general obligation bonds to pay a portion of capacity related to two park facilities: Squire's Landing Park and Log Boom Park. Total bond fund contribution for these facilities is \$8,300,000. New development activity will assume its proportionate share of this bond obligation through payment of property taxes. The City estimates this share to be \$1,618,723 as shown in Table 6 below:

Table 6 – General Obligation Bond Reduction

Bond Contributions	\$8,300,000
<i>Growth Share of this bond contribution is = Future Population Growth / Total Future Population</i>	
Growth Share = 5,553 / 28,473	19.50%
Bond related reduction amount is = (\$8,300,000 X 19.5%)	\$1,618,723

4 Surface Water Management (SWM) Capital Facilities Charge (CFC) Reduction.

The City recently adopted a Stormwater Capital Facilities Charge (CFC). The City anticipates collecting \$310,000 in CFC's from the new growth for the Squire's Landing and the Log Boom Parks. This amount will also have to be deducted from the investment needed from growth.

5 Value of Reserve Capacity (if any):

The City has chosen for its park system standard for the current level of parks and recreation facilities per capita. This means that there is no deficiency and no reserve capacity; the impact fee is simply designed to sustain the current level of service by keeping up with growth.

Table 7 - Total Adjustments

1 Existing Collected Impact Fees	\$ 430,748
2 Non-Impact Fees	\$ 1,618,559
3 General Obligation Bond	\$ 1,618,723
4 Surface Water Management	\$ 310,000
5 Reserve Capacity	\$ -
Total Adjustments	\$ 3,978,030

PROPOSED PARK IMPACT FEE

Total adjustments (\$3,978,230) need to be deducted from the Investment Needed for Growth (\$18,099,460) to calculate the impact fee. That number is divided by the population growth number to determine a per capita park impact fee. Multiplying the per capita impact fee number with single family and multifamily occupancy rates would result in the final impact fee calculations as shown in Table 8 below:

Table 8 – Final Impact Fee Calculations

Investment Needed for Growth	\$ 18,097,227
Total Deductions/Credits	\$ 3,978,030
Impact Fee Amount = (Investment Needed for Growth - Total Deductions/Credits)	\$ 14,119,197
Population growth	5553
Impact Fee Per Capita = (Impact Fee Amount / Number of People)	\$ 2,543
Average Occupancy of a Single Family in Kenmore	2.62
Average Occupancy of a Multi Family in Kenmore	2.34
*Park Impact Fee for Single Family = Impact Fee Per Capita X 2.62	\$ 6,663
*Park Impact Fee for Multi Family = Impact Fee Per Capita X 2.34	\$ 5,951
<i>*Source- 2017 American Community Survey</i>	
<i>Single Family occupancy rate category includes manufactured homes.</i>	
<i>Multi Family occupancy rate category includes owned/leased apartments and townhomes.</i>	

CONCLUSION

High quality parks facilities have made and will make the City an appealing location for new homes and apartments. Rapid development, in turn, drives up land values, which increases the cost of expanding and improving the parks system to keep up with growth. Keeping the park impact fee up-to-date will provide funding to sustain the City's level of service for parks facilities, which benefits new residents and provides for growth to pay for growth.

APPENDIX A

Asset Type	Unit Cost Assumptions
Public Art	Value of similar public art pieces.
Ped Bridges	2016 Log Boom Park Pedestrian Bridge Replacement.
Pier	2017 Seattle's Pier 62 Rebuild Project.
Floating Docks	2017 Float costs at Rhododendron, Log Boom and Squires Landing Parks
Trails- Boardwalk	2017 Rhododendron Park Boardwalk.
Outdoor Restrooms	2017 Moorlands Park Restroom.
Buildings	2016 Hangar Building.
Minor Structures	2017 Moorlands Park Shed.
Basketball Courts	2010 City of Shoreline Cromwell Park Basketball Court with 6% escalation per year for 2019 dollars.
Skate Court	2015 City Hall Skate Court with 6% escalation per year for 2019 dollars.
Drinking Fountains	2019 Elkay Drinking Fountain Website.
Fencing	2019 Public Works Yard Fence.
Baseball Field	2017 Moorlands Park Baseball/Softball Field
General Use Field Areas	2017 Moorlands Park Baseball/Softball Field
Litter Receptacle	2017 Moorlands Park Project
Benches	2017 Moorlands Park Project
Picnic Tables	2017 Moorlands Park Project
Picnic Shelter	2017 Moorlands Park Project
Playgrounds	2017 Moorlands Park Project
Railings	2017 City of Shoreline Park Impact Fee Rate Study Asset Inventory and Capital Values

APPENDIX A continued

Signs- Entry	2017 Moorlands Park Entry Sign
Signs-Educational	City of Shoreline Educational Signage Quotes 2017 PIF -Folia
Signs- Regulatory	Moorland Park Directional Sign
Signs-Directional	Moorlands Park Regulatory Sign
Plaques	City of Shoreline Project Dedication Plaques
Lights-Pedestrian	City of Shoreline 2017 Park PIF Rate Study Asset Inventory and Capital Value
Trails – Other Step Stone	2018 Pacific Top Soil Website
Walls	City of Shoreline 2017 Park PIF Rate Study Asset Inventory and Capital Value
Hardscape-Parking Lots	City of Shoreline 2017 Park PIF Rate Study Asset Inventory and Capital Value
Hardscape-Plazas	2018 Squire’s Landing Park Project
Hardscape-Roads	2018 Squire’s Landing Park Project
Landscape	2018 Squire’s Landing Park Project
Irrigation	2017 Moorlands Park Project
Parkland	Based on average of recent City of Kenmore Park Project appraised properties - removed highest and lowest appraised values.

APPENDIX B

Park Impact Fee Rate Comparison by City

Yr. Study Updated	City	Single Family	Multi Family
2017	Redmond	\$4,585	\$3,183
2017	Bothell	\$4,165	\$3,412
2015	Kirkland	\$4,168	\$3,168
2017	Shoreline	\$4,090	\$2,683
2015	Woodinville	\$3,175	\$3,175
2017	Mount Lake Terrace	\$3,126	\$2,260

Appendix F

City of Kenmore
Comprehensive Plan

NATURAL ENVIRONMENT SUB-ELEMENT

INTRODUCTION

Natural systems play an important part in defining the character of the City of Kenmore. The different waterways provide recreational opportunities as well as visual amenities for the community. Some of the smaller, unnamed creeks perform an important role in surface water management by channeling runoff from impervious surfaces to the Sammamish River and/or Lake Washington. Streams and wetlands provide habitat for fish and wildlife and the tree-covered hillsides protect the slopes from erosional processes while also providing habitat. Future development will impact the natural systems and should be carefully reviewed to prevent undue adverse impacts that would lead to degradation of critical areas and to property damage.

Purpose

The purpose of the Natural Environment Sub-Element is to clarify the relationship between the natural environment and the built environment and to secure a balanced approach to future development. Sensitive areas such as wetlands, open spaces, and fish and wildlife habitat contain much of the natural wealth valued by City residents. Other sensitive areas, such as land prone to flooding and geologically hazardous areas are important because of the risk to lives and property posed by developing them.

Federal and State Requirements

Under the Growth Management Act (GMA) all jurisdictions are required to protect and enhance the natural ecosystems through comprehensive plans and policies, and to develop regulations that reflect natural constraints and protect sensitive features. Land use and development is to be regulated in a manner that respects fish and wildlife habitat in conjunction with natural features and functions, including air and water quality. Natural resources and the built environment are to be managed to protect, improve and sustain environmental quality.

Additionally, under the federal Clean Water Act, administered by the Washington Department of Ecology, local waterways are to be managed for multiple beneficial uses, including flood and erosion hazard reduction, fish and wildlife habitat, agriculture, open space, water supply, and hydropower. Use of water resources for one purpose should, to the fullest extent possible, preserve and promote opportunities for other uses.

Countywide Planning Policies

The King County Countywide Planning Policies (CPP) seek to restore the quality of the natural environment and to protect it for future generations. The policies require all jurisdictions to manage natural drainage systems to improve water quality and habitat functions, minimize erosion and sedimentation, protect public health, reduce flood risks, and moderate peak storm water runoff rates. Jurisdictions in shared basins are to coordinate approaches and standards. Jurisdictions also are directed to encourage low impact development approaches and to plan for land use patterns and transportation systems that minimize air pollution and greenhouse gas emissions.

All jurisdictions are to collaborate with the Puget Sound Partnership to implement the Puget Sound Action Agenda for the benefit of Puget Sound and its watersheds.

EXISTING CONDITIONS

Geology

Much of the City of Kenmore is comprised of undulating uplands formed as a result of different glacial depositional processes. Stream erosion, subsequent to glaciation, carved gullies and ravines in the uplands. Drift plains and alternating valleys create a north-south trending “ridge and valley” regional topography, with one major east-west lowland bisecting Kenmore – the Sammamish River Valley where the river empties into Lake Washington. The general topography of Kenmore is varied, ranging from hills up to 500 feet in elevation to the Lake Washington shoreline at 20 feet above sea level.

The Vashon glaciation left a layer of till and recessional sand and gravel deposits that mantle the upland plateaus north and east of Lake Washington. The till and recessional deposits overlie Vashon outwash sand and gravel, and older glacial and nonglacial deposits that overlie bedrock at great depths.

The Vashon and older deposits in the Kenmore area form a sequence of sand and gravel layers separated by finer grained layers of clay and silt or tight, well-graded soils, which are exposed in places along the steep slopes that lie between the upland plateaus and the lowland drainages. The Vashon and older deposits comprise several aquifers and aquitards within the subsurface, which control subsurface water movement from the upland to the lowland as well as to the locations of streams and creeks that occupy former outwash channels.

Lodgment till from the Vashon glaciation mantles much of the upland area but is generally absent from the steeper slopes at the edge of uplands and in the lowland. Lodgment till is an unsorted mixture of sand, gravel, silt, and clay deposited at the base of a glacier that has been compacted to a very dense state by the great weight of the overriding ice. This type of till has very low permeability and typically acts as an aquitard, restricting the downward flow of groundwater and reducing recharge of deeper aquifers. Till occurs at or very near the ground surface in the higher elevations of the watershed where north-south ridges and swales left by the passage of glacial ice cross the upland surface.

The ground surface along the upland margins and within former large outwash channels is underlain by a veneer of recessional outwash and ice contact deposits. Ice contact deposits were deposited during stagnation and melting of the ice sheet. These deposits consist of sand and gravel, similar to recessional outwash, but are more variable and often contain lenses of very silty material, till, and lacustrine silt and clay, which impede infiltration and groundwater flow.

Recent, unconsolidated deposits of alluvium, organic-rich deposits, and fill overlie the Vashon glacial soils. Recent alluvium, consisting of sand and gravel with interbeds of organic silt, peat and silty clay, exists within the floodplains of the Sammamish River and Swamp Creek. In general, the recent alluvium is poorly drained and associated with hydric soil conditions.

Geologic Hazards

Geologic hazard areas in Kenmore include lands with erosion, landslide, and seismic hazards. Erosion hazard areas, identified on the City’s Geologic Hazard Areas map, occur along the northwest City limits, along 61st Avenue NE, land south of NE 170th Street, and along the shoreline in the Inglewood neighborhood and St. Edward State Park.

The identification of areas susceptible to landsliding is necessary in the assessment of grading, building, foundation design, housing density, and other land development regulations. Steeply sloping unconsolidated glacial deposits are highly susceptible to landslides. Landslide hazard areas are found

along 61st Avenue NE, the area south of NE 170th Street, and the Inglewood/St. Edward State Park area along Lake Washington.

Seismic hazard areas are those areas subject to severe risk of earthquake damage as a result of seismically induced settlement or soil liquefaction. The City's Geologic Hazard Areas map identifies the region of Swamp Creek, the Sammamish River basin and the northern end of Lake Washington north of NE 166th Place as a seismic hazard area primarily due to the potential of soil liquefaction during times of seismic activity. Refer to **Figure LU-11** for the map indicating geologic hazard areas in Kenmore.

Air Quality

Air quality is generally assessed in terms of concentrations of air-borne pollutants being higher or lower than ambient air quality standards set to protect human health and welfare. To measure existing air quality, the Washington State Department of Ecology and the Puget Sound Clean Air Agency (PSCAA) maintain a network of monitoring stations throughout the Puget Sound region. Based on monitoring information collected over time, state (Ecology) and federal (U.S. Environmental Protection Agency) agencies designate regions as being "attainment" or "nonattainment" areas for particulate air pollutants. Attainment is a measure of whether National Ambient Air Quality Standards (NAAQS) are being met.

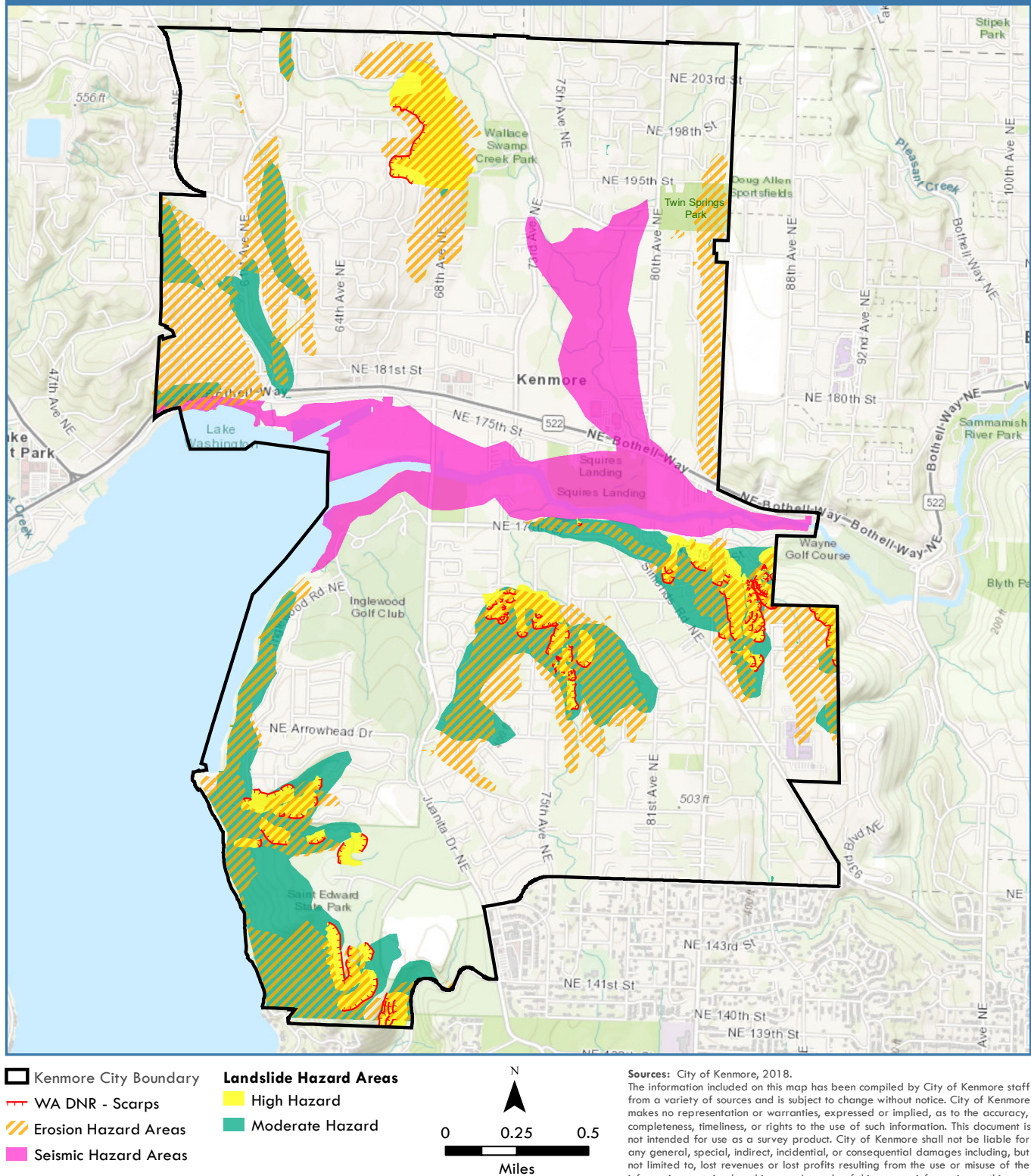
King County was designated as a nonattainment area in 1989. This designation brought about maintenance measures to bring the area back into attainment. The county now meets air quality standards and has a long-term plan for continuing to meet and maintain these standards and other requirements of the Clean Air Act. The county presently is designated as a "maintenance area."

Future Conditions

Air quality in Kenmore is predicted to remain much as it is today or to improve slightly. This is based on continuation of the State vehicle emissions inspection and monitoring program and decreased dependence on wood as a primary heating source as newer houses replace older ones.

Additionally, implementation of zoning responsive to air quality concerns can result in air pollution benefits Countywide and regionally. Decreased air pollution can be expected from zoning and development patterns that result in a reduction in vehicle miles traveled. Concentrated development and higher density development allows transit to serve people more efficiently and generally reduces the number of cars on the road. Although regional or Countywide emissions can be reduced with efficient land use patterns, air pollutant emissions would still occur in more populated areas and may affect more people.

Figure LU-11
Interim Geological Hazard Areas



Water and Wetlands

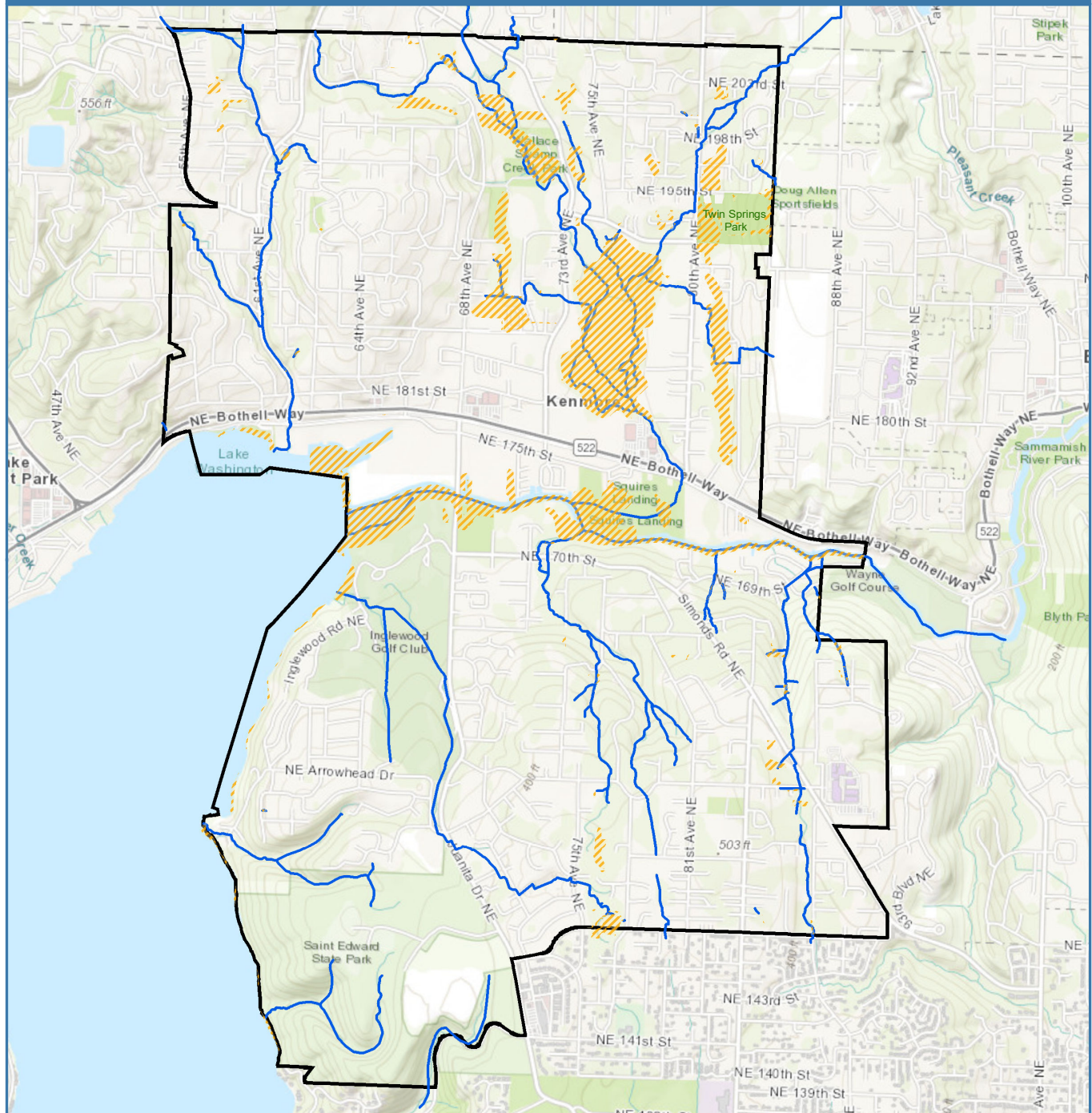
Predominant water features in the City include Swamp Creek as well as its tributaries and associated wetlands, the Sammamish River, and Lake Washington. In addition to these major water bodies, numerous small unnamed streams drain to these features.

Numerous wetlands also are located in the City—many within public open spaces such as Wallace Swamp Creek Park, Squire’s Landing Park, and Inglewood Wetlands. Wetlands are transitional areas between aquatic and upland habitats and are identified based upon three parameters: hydrology, soils and vegetation. Wetlands are formally identified and delineated in accordance with the approved federal wetland delineation manual and applicable regional supplements. Under normal circumstances, wetlands include the following three components:

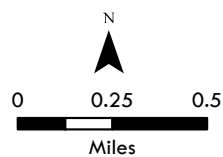
- Presence of water (hydrology) or an indication of at least the seasonal presence of water on the surface or in the soils;
- Unique soils (hydric soils) that differ from upland soils due to anaerobic conditions resulting from prolonged or frequent saturation or flooding; and
- A dominance of plants adapted to growing in wet conditions (hydrophytic vegetation).

Wetlands provide habitat for a variety of aquatic and terrestrial plant and animal species. The extent to which a wetland will provide wildlife habitat will depend upon several features including the condition of the site, its size, presence of habitat features (e.g. open water, snags, islands or perches), the variety and complexity of the different habitat types within the wetland, and the surrounding habitat in the immediate vicinity. The ability of a wetland to provide habitat can also be linked to the degree it has been fragmented by urbanization and the level of disruption of the hydrology and vegetative continuity with other wetland systems. See **Figure LU-11a** for a map of streams and wetlands in Kenmore.

Figure LU-11a
Streams and Wetlands



- Kenmore City Boundary
- Wetlands
- Streams



Sources: City of Kenmore, 2018.

The information included on this map has been compiled by City of Kenmore staff from a variety of sources and is subject to change without notice. City of Kenmore makes no representation or warranties, expressed or implied, as to the accuracy, completeness, timeliness, or rights to the use of such information. This document is not intended for use as a survey product. City of Kenmore shall not be liable for any general, special, indirect, incidental, or consequential damages including, but not limited to, lost revenues or lost profits resulting from the use or misuse of the information contained on this map. Any sale of this map or information on this map is prohibited except by written permission of City of Kenmore.

Map Date: November 2018

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Swamp Creek

The main stem of Swamp Creek is approximately 14.6 miles long, extending from headwaters wetlands in south Everett, through portions of Everett, Lynnwood, Brier, Mountlake Terrace, Bothell, unincorporated Snohomish County, and Kenmore to the Sammamish River. Within the city of Kenmore, there are 2.5 miles of shoreline along the stream.

Swamp Creek is typical of Puget Sound lowland streams. It originates in upland areas with gently sloping hillsides and eventually flows through a broad valley to the mouth. Topography along the stream course varies from 450 feet above sea level at the headwaters to 20 feet above sea level at the mouth of the creek. The stream has a low to moderate gradient of 1 to 6 percent. Site and vegetation clearing and grading, increased impervious surfaces, inadequate storm detention and other factors, particularly with development in the watershed upstream from Kenmore, have increased flood frequencies and severity. Despite these changes, the Swamp Creek floodplain contains some of the largest and highest quality wetlands and wildlife habitat in the City. Swamp Creek has actively migrated within its floodplain.

Little Swamp Creek and Muck Creek join with Swamp Creek in Kenmore, along with a third, unnamed tributary.

Water quality issues include sedimentation and pollutants associated with stormwater runoff. Temperature and dissolved oxygen exceed the water quality standards for most of the summer and early fall. There also are frequent exceedances of the fecal coliform bacteria standard. Swamp Creek has been rated over time as either “moderate concern” or “high concern” since King County began monitoring water quality parameters in 2000.

To capture gravels and sediments, an in-stream sediment pond was created and is maintained in Wallace Swamp Creek Park.

Fish Habitat

Swamp Creek supports several salmonid fish species including coho salmon (federal species of concern), Chinook salmon (federally listed, threatened), coastal cutthroat trout (sea-run and resident), sockeye salmon, and steelhead trout (federally listed, threatened). Resident cutthroat trout are the dominant salmon species that spawn in the Swamp Creek basin. Swamp Creek also supports coho spawning and Little Swamp Creek is documented to support coho rearing. There is no designated critical habitat for any salmonid species in Swamp Creek or its tributaries.

Wildlife Habitat

Wildlife species are concentrated in small forested and wetland areas of the Swamp Creek watershed. The Swamp Creek wetland complex provides excellent forage and nesting habitat for birds and good forage and shelter habitat for amphibians, reptiles and small mammals. Ponded areas in the wetland provide resting sites for waterfowl. Of particular interest is the great blue heron rookery, described further below.

Sammamish River

The Sammamish River begins at the outlet of Lake Sammamish and ends at its confluence with Lake Washington. The total length of the river mainstem is approximately 14 miles. Within the City limits, the shoreline extends approximately 1.8 miles. The river has a low gradient (approximately 0.02%), dropping only 14' in elevation over its length. The volume and rate of surface water discharge from Lake Sammamish is moderated by a weir at Marymoor Park.

The River has been altered over time to control flooding. The natural Sammamish River floodplain historically covered a very large area as the river meandered extensively across the valley floor. Prior to channelization, land use in the valley was predominately agricultural and spring flooding regularly caused extensive damage to seed crops. To reduce this damage and to help regulate the level of Lake Sammamish, the U.S. Army Corps of Engineers, with King County as a local sponsor, dredged a deeper and straighter channel in the 1960s, filling in the former meanders. Levees were typically placed on the riverbanks to maximize the flood protection area. Miles of streambank were lined with rip-rap and are devoid of vegetation. In the 1980s and 1990s, dredging at the mouth of the river was undertaken for navigational purposes.

Consequences of the flood control projects include reduced frequency of overbank flooding, reduced riparian habitat, and elimination of extensive wetland areas. In Kenmore, approximately 35.3 acres of wetlands are mapped on the Sammamish River shoreline. The City has undertaken community restoration efforts to control invasive plants and replant native species in portions of the Rhododendron Park wetlands, portions of Squire's Landing Park wetlands, and in wetlands near the Wildcliffe Shores community.

The water quality of the Sammamish River is largely influenced by the slow-moving nature of this lowland system and by the backwater effect from Lake Washington. The slow movement, while enhancing sediment deposition, also allows for development of dense stands of aquatic plants and higher algal productivity. The backwater affect means that warmer lake water with lower dissolved oxygen concentrations is significantly influencing the conditions in the lower reach of the river, especially during summer months; both of these conditions are limiting for salmon. A 2015 study prepared for King County reported that "Elevated water temperatures may also adversely affect the fitness of adult Chinook salmon, delay their arrival at spawning grounds, or increase their susceptibility to disease/parasites," and have even resulted in mortality prior to spawning. Swamp Creek's cooler temperatures create an important thermal refuge for fish where the creek joins the river. Fecal coliform bacteria and various pollutants are additional water quality issues. Temperature, dissolved oxygen, and fecal coliform are water quality parameters that currently are listed by the Washington Department of Ecology as Category 5, a level of impairment that requires development of a Total Maximum Daily Load (TMDL) or water quality improvement plan. Ecology has been conducting studies in support of temperature and dissolved oxygen TMDL development since 2014.

The King County Water Quality Index rated the river at the Kenmore monitoring station as either of high or moderate concern with respect to water quality between 2000 and 2008.

Fish Habitat

The Sammamish River remains a major migratory pathway for salmon. The mouth of the River provides salmon rearing habitat and it is believed that outmigrating juvenile salmon may hold in the shallow beach area near the river mouth before moving into the lake. The basin supports rainbow trout, coho salmon (federal species of concern), Chinook salmon (federally listed, threatened), coastal cutthroat trout, kokanee salmon, sockeye salmon, and steelhead trout (federally listed, threatened).

Wildlife Habitat

Historically, the Sammamish River with its broad, shallow channels and numerous backwater sloughs and meanders provided prime habitat for a wide variety of animal species. This diversity of wildlife has been reduced and birds are the most visible form of wildlife along the river. Bald eagles, other raptors and cormorants have been observed flying along the River and great blue herons feed there.

Lake Washington

Lake Washington has a surface area of approximately 35 square miles. Kenmore's shoreline along the north end of Lake Washington is approximately 3.5 miles in length. The shoreline has little natural vegetation or habitat left due to urbanization. An exception is the waterfront along St. Edward State Park, which is roughly 3,000 feet in length and the longest undeveloped stretch of Lake Washington shoreline.

Construction of the Ship Canal in 1916 created the connection between Lake Washington and Puget Sound, causing the lake water surface elevation to drop approximately 9 feet. Currently the U.S. Army Corps of Engineers maintains the water level in the lake within a 2-foot range between 20 and 22 feet. The minimum water elevation is maintained during winter to allow for annual maintenance of docks and other structures, minimize damage during winter storms, and provide flood storage volume.

Water quality in Lake Washington has improved tremendously in the last 50 years. However, a continued concern is localized areas of eutrophication, wherein nutrients (particularly phosphorus) and bacteria from the watershed are transported to the lake, resulting in excessive plant growth including floating and attached algae and nuisance plants. Water quality concerns around increased water temperature, fecal coliform bacteria and chemical contaminants also are present.

Fish Habitat

Lake Washington supports over 30 fish species of which 12 are non-native and introduced to the lake. Native species of salmonids use the lake for migratory passage, rearing of juveniles, and foraging. No salmonid spawning typically occurs in Lake Washington. Salmonid species include Chinook (federally listed, threatened), coho (federal species of concern), sockeye salmon, steelhead trout (federally listed, threatened), resident rainbow trout, cutthroat trout, Dolly Varden/bull trout (federally listed, threatened) and kokanee salmon.

Wildlife Habitat

Mapped bald eagle nest sites are located on the east shore of Lake Washington and documented perch trees, including large black cottonwoods, are located along the lakeshore. Pileated woodpecker breeding (state candidate species) occurs in the forests of St. Edward State Park and extending onto forested portions of adjacent private and public properties. Other priority habitats associated with the lake include wetlands and biodiversity areas and corridors.

Endangered, Threatened, Sensitive Species

Federally Listed Species

Several federally listed species are known to occur or could potentially occur within the City's shorelines. Federally listed species that have been documented include Chinook salmon, designated by National Oceanic and Atmospheric National Marine Fisheries Division (NOAA Fisheries) as Threatened in 1999

and re-confirmed in 2005; bull trout, designated by U.S. Fish and Wildlife Service as Threatened in 1999; and steelhead trout, designated by NOAA Fisheries as Threatened in 2007 and re-confirmed in 2014.

As defined in the Endangered Species Act, critical habitat is “specific geographic areas that contain features essential to the conservation of an endangered or threatened species and that may require special management and protection.” In 2005, NOAA Fisheries designated “critical habitat” for Chinook salmon, including Kenmore’s Lake Washington shoreline and the lower portion of the Sammamish River.

In 2004, the U.S. Fish and Wildlife Service designated “critical habitat” for the Puget Sound Distinct Population Segment (DPS) of bull trout, including Kenmore’s Lake Washington shoreline.

In 2016, NOAA Fisheries designated “critical habitat” for the Puget Sound DPS steelhead which excludes all waters in the Lake Washington watershed, including in Kenmore.

State Priority Habitat and Species Program

The State of Washington Department of Fish and Wildlife has a Priority Habitat and Species (PHS) program which includes a catalog of habitats and species considered to be priorities for both conservation and management. Priority habitats are “habitat types or elements with unique or significant value to a diverse assemblage of species.” In Kenmore priority habitats include wetlands, biodiversity areas and corridors, and freshwater ponds.

The State lists designate *Endangered*, *Threatened*, *Sensitive*, and *Candidate* species. Priority species include those designations, as well as “animal aggregations (e.g. heron colonies, bat colonies) considered vulnerable; and species of recreational, commercial, or tribal importance that are vulnerable.” Priority species documented in Kenmore include Chinook salmon, bull trout, coho salmon, sockeye salmon, kokanee salmon, steelhead trout, coastal cutthroat trout, pileated woodpecker, purple martin, and great blue heron. Recent information indicates that the purple martin is no longer nesting in Kenmore.

The bald eagle’s population status has improved to levels that resulted in the removal of the eagle from both federal and state listing. However, the eagle is still protected by the federal Golden and Bald Eagle Protection Act.

Due to the importance and size of Kenmore’s great blue heron colony, the great blue heron is addressed below.

Great Blue Heron

Great blue herons are a permanent resident in all of Washington except the higher Cascade and Olympic ranges. They are highly vulnerable to human disturbance, predation, and competition for nesting habitat.

More productive colonies tend to form near large areas of high quality foraging habitat. Most colonies are within 1.9 miles of key foraging grounds, although herons can nest anywhere within 6.2 miles of where they are foraging.

Ideal nesting habitat consists of mature forest. Although most colonies are found in forests free of human disturbance, some nesting occurs in areas of persistent human activity. The birds are less tolerant of disturbance in the pre-courtship and courtship periods between mid-February and mid-April.

Bald eagles are the heron’s primary predator (Azerrad, 2012).

A heron rookery has been established near the north end of the Kenmore Park and Ride, within Swamp Creek wetlands. It housed approximately 40 nesting pairs in 2009.

The colony established itself after the Kenmore Park and Ride lot was developed. There is a water barrier between the lot and the colony which may create a sense of safety. Other than encroaching development, factors which may cause the birds to move in the future include bald eagle intrusion, damage to nesting trees (trees can be damaged by the nesting as well as by flooding), reduction in foraging areas, and other factors (Norman 1999).

The birds are colonial during the breeding season but are noncolonial in the winter when they stay in the immediate area but separate into smaller groups. The winter roosting areas have not been identified. In winter, the birds will switch from foraging in wetland areas to upland areas where they will feed, for example, on rodents (Norman 1999).

Colonies usually exist at the same location for many years, and productivity (the number of fledglings/nesting herons) may be positively related to the number of years colonies have been in use. The herons may relocate their colonies in response to increased predation on eggs and young by mammals and birds such as eagles, declines in food availability, or human disturbance (State of Washington Department of Fish and Wildlife 1999).

The City of Kenmore's critical area regulations should require a year-round buffer around an active rookery, where unusually loud activities should be prohibited (Azerrad, 2012). Between February 1 and August 31, no clearing or grading or land disturbing activity should be allowed within the buffer unless approved by the Washington State Department of Fish and Wildlife (the SR-522 right of way is exempt from the buffer). Permits for activities within the heron rookery buffer require approval of a habitat management plan by the State and City.

Shoreline Master Program

The Shoreline Master Program applies to “shorelines of the State.” In Kenmore, these include Lake Washington, the Sammamish River, and the main stem of Swamp Creek. In addition, wetlands considered “associated” with State Shorelines, such as Swamp Creek No. 3, also are regulated by the Shoreline Master Program. The Shoreline Master Program regulations include Environment designations of Downtown Waterfront, Shoreline Residential, Urban Conservancy, Natural, and Aquatic. The Downtown Waterfront environment is more permissive in terms of uses and development standards than the other designations. The most restrictive environment designation is the Natural environment. The Shoreline Sub-Element of the Land Use Element addresses shoreline goals, objectives and policies.

GOALS, OBJECTIVES, AND POLICIES

Following are the natural environment goals, objectives and policies. In some cases, policies are cross-referenced in more than one Element or Sub-Element, and this is noted by a policy reference in italics (e.g., *Policy SW-42.3.1*).

GOAL 13. PRACTICE ENVIRONMENTAL STEWARDSHIP BY PROTECTING, ENHANCING, AND PROMOTING THE NATURAL ENVIRONMENT IN AND AROUND THE CITY OF KENMORE.

OBJECTIVE 13.1 Cooperate regionally and strive locally to improve air quality.

- Policy LU-13.1.1 Protect air quality from adverse impacts through the following measures:
- a. Encourage alternative modes of transportation to reduce reliance on the automobile as the primary method of transportation.
 - b. Promote mixed-use and compact development forms, particularly in the Downtown, to help reduce the need for automobile use.
 - c. Require air quality impact analysis for major new developments, which could adversely impact the air quality levels in the vicinity.
 - d. Work with other agencies to educate the public about air quality impacts due to vehicular travel and due to improper use of woodstoves and fireplaces.
 - e. Work with other agencies to monitor air quality within the planning area.

- Policy LU-13.1.2 Through development standards, reduce air pollution emissions from construction and land clearing activities.

OBJECTIVE 13.2 Encourage a reduction in overall noise levels throughout the community.

- Policy LU-13.2.1 Require new developments which could generate substantial levels of noise or could expose people to substantial levels of noise from existing noise generators to submit an analysis of potential noise impacts and propose mitigation.

Policy LU-13.2.2	Implement noise and nuisance ordinances to address various noise sources and require cessation or mitigation of noise.
Policy LU-13.2.3	Encourage residential or other noise-sensitive development proposed for location in noise-impacted areas to be oriented away from noise source, or to be constructed with materials that will maximize noise reductions, or to incorporate fencing, landscaping, or other noise-reducing features, appropriate to the situation. Noise impacted areas may include the vicinity of SR-522, or the vicinity of the Air Harbor, or other areas that may be determined through environmental review.
OBJECTIVE 13.3	Encourage a reduction in light and glare impacts throughout the community.
Policy LU-13.3.1	Through design standards or educational opportunities, discourage the use of building materials or signage materials that cause glare impacts to substantial numbers of motorists or surrounding neighborhoods.
Policy LU-13.3.2	Require appropriate illumination levels and light shields for lighting standards along streets and in public open spaces and parks.
Policy LU-13.3.3	Encourage residents to provide exterior lighting for security purposes which does not unduly impact their neighbors.
Policy LU-13.3.4	Restrict lights pointing up, affecting the view of the night sky.
OBJECTIVE 13.4	Cooperate regionally and strive locally to protect surface and ground water quality and quantity from degradation.
Policy LU-13.4.1	Actively work with communities upstream from Kenmore to develop and implement appropriate surface water regulations to adequately retain and detain surface water so as to minimize the adverse effects upon the environment in Kenmore.
Policy LU-13.4.2	Use incentives, regulations and programs to manage Kenmore's water resources (rivers, streams, lakes, wetlands and ground water) and to protect and enhance their multiple beneficial uses including fish and wildlife habitat, flood and erosion control, water supply, energy production, transportation, recreational opportunities and scenic beauty. Use of water resources for one purpose should, to the fullest extent practicable, preserve opportunities for other uses.
Policy LU-13.4.3	Allow development that supports continued ecological and hydrologic functioning of water resources. Development should not have a significant adverse impact on water quality or water quantity.
Policy LU-13.4.4	Participate in the development of watershed plans integrating surface water, ground water, drinking water and wastewater planning to provide efficient water resource management.
Policy LU-13.4.5	Actively encourage the use of environmentally safe methods of vegetation control.

OBJECTIVE 13.5 Adopt an urban forestry strategy to encourage the preservation and planting of trees on public and private property.

Policy LU-13.5.1 Adopt an urban forestry strategy which encourages the preservation and protection of trees on public and private properties.

Policy LU-13.5.2 Through urban forestry, street design standards and parks programs, encourage the planting of street trees throughout the City.

OBJECTIVE 13.6 Protect the natural, environmental, ecological, public access, aesthetic, and economic aspects of Lake Washington, the Sammamish River, and Swamp Creek.

Policy LU-13.6.1 In the City's Shoreline Sub-Element and Shoreline Master Program, balance the need to provide for shoreline protection, and public access, with the need to allow for water-oriented uses and economic development.

Policy LU-13.6.2 Allow development within the shoreline jurisdiction that preserves the resources and ecology of the water and shorelines; avoids natural hazards; promotes visual and physical access to the water; and preserves archeological resources, traditional cultural resources, and navigation rights. Protection of critical areas should be balanced with visual values and physical access as long as there is no net adverse impact to regulated shoreline ecological processes and functions.

Policy LU-13.6.3 Balance private property rights with the need for public physical and visual access to shorelines.

GOAL 14. PROTECT LIFE AND PROPERTY IN AREAS OF NATURAL HAZARDS.

OBJECTIVE 14.1 Strive to protect lives and public and private property from flooding.

Policy LU-14.1.1 Implement the Surface Water Element goals, objectives and policies to minimize flood hazards in the community.

Policy LU-14.1.2 Recognize the Swamp Creek basin as an environmentally sensitive area that has sustained repeated flooding impacts. Densities and services should reflect the environmental sensitivity of the Swamp Creek basin.

OBJECTIVE 14.2 Strive to protect slopes from erosion and sliding.

Policy LU-14.2.1 Require land uses permitted in mapped Erosion Hazard Areas to minimize soil disturbance and maximize retention and replacement of native vegetative cover.

Policy LU-14.2.2 Require new development to protect natural vegetation coverage at levels sufficient to moderate surface water runoff and erosion and to protect the integrity of stream channels. When revegetation is required, appropriate native vegetation should be used.

Policy LU-14.2.3 Require grading and construction activities to be conducted with erosion control Best Management Practices and other development controls as necessary to minimize sediment discharge from construction sites.

- Policy LU-14.2.4 Require increased surface water management in areas draining over steep and erosive slopes.
- Policy LU-14.2.5 Limit development on slopes with a grade of 40 percent or more unless the risks and adverse impacts associated with such development can be reduced to a non-significant level.
- Policy LU-14.2.6 Limit development in Landslide Hazard Areas unless the risks and adverse impacts associated with such development can be reduced to a non-significant level.

OBJECTIVE 14.3 Minimize the potential for damage due to liquefaction and seismic hazards.

- Policy LU-14.3.1 In areas with severe seismic hazards, apply Uniform Building Code, and any other necessary special building design and construction measures to minimize the risk of structural damage, fire and injury to occupants and to prevent post-seismic collapse.

GOAL 15. *PROTECT AND ENHANCE UNIQUE, VALUABLE, AND CRITICAL PLANTS AND WILDLIFE.*

OBJECTIVE 15.1 Protect wetlands from encroachment and degradation, and encourage wetland restoration.

- Policy LU-15.1.1 Determine wetland boundaries in accordance with the approved federal wetland delineation manual and applicable regional supplements.
- Policy LU-15.1.2 Utilize a wetland classification system that is based on best available science.
- Policy LU-15.1.3 Strive to achieve no-net-loss of wetland functions or values within each drainage basin. Acquisition, enhancement, regulations, and incentive programs may be used independently or in combination with one another to protect and enhance wetlands functions.
- Policy LU-15.1.4 Require development adjacent to wetlands to be sited such that wetland functions are protected, an adequate buffer around the wetlands is provided, and significant adverse impacts to wetlands are prevented.
- Policy LU-15.1.5 Protect areas of native vegetation that connect wetland systems. Whenever effective, incentive programs such as buffer averaging, density credit transfers, or appropriate non-regulatory mechanisms should be used.
- Policy LU-15.1.6 Protect the unique hydrologic cycles, soil and water chemistries, and vegetation communities of bogs, fens and other legislatively designated unique wetland ecosystems through the use of Best Management Practices to control and/or treat stormwater within the wetland basin.
- Policy LU-15.1.7 Allow public access to wetlands for scientific, recreational use, and traditional cultural use where public access trails are carefully sited, sensitive habitats and species are protected, and hydrologic continuity is maintained.

Policy LU-15.1.8	Allow enhancement or restoration of degraded wetlands to maintain or improve wetland functions, provided that all wetland functions are evaluated in a wetland management plan, and adequate monitoring, code enforcement and evaluation is provided and assured by responsible parties. Restoration or enhancement must result in a net improvement to the functions of the wetland system. Technical assistance to small property owners should be considered.
Policy LU-15.1.9	Alterations to wetlands may be allowed, only after all wetland functions are evaluated, the least harmful and reasonable alternatives are identified, and affected significant functions are appropriately mitigated, in order to: a. Accomplish a public agency or utility development; b. Provide necessary utility and road crossings; c. Enhance an ecological function; or, d. Avoid a denial of all reasonable use of the property.
Policy LU-15.1.10	Approve wetland mitigation proposals if they would result in improved overall wetland functions within a drainage basin. All wetland functions should be considered. Ensure mitigation sites replace or augment the functions that would be lost as a result of the project proposal. Further, mitigation sites should be located strategically to alleviate habitat fragmentation.
Policy LU-15.1.11	Promote mitigation projects that contribute to an existing wetland system or restore an area that was historically a wetland. The goal for these mitigation projects is no net loss of wetland functions per drainage basin.
Policy LU-15.1.12	Preserve land used for wetland mitigation in perpetuity. Monitoring and maintenance should be provided until the success of the site is established.
Policy LU-15.1.13	Support a cooperative multi-jurisdictional effort to develop a plan for the establishment and utilization of a wetland mitigation banking program or in lieu fee program.
Policy LU-15.1.14	Apply appropriate penalties for current as well as previous wetland alteration violations, such as requiring wetland restoration, through code enforcement and stricter standards for development on sites where wetlands have been illegally filled.
OBJECTIVE 15.2	Protect streams from encroachment and degradation, and encourage stream restoration.
Policy LU-15.2.1	River and stream channels should be preserved, protected and enhanced for their hydraulic, ecological and aesthetic functions.
Policy LU-15.2.2	In partnership with other jurisdictions and interested parties, continue restoring stream and river channels and surrounding riparian areas to enhance water quality and fish and wildlife habitat and to mitigate flooding and erosion. Of particular interest is retention of forest communities along stream and river channels that provide shade and a source of woody debris to the aquatic habitat.

OBJECTIVE 15.3	Maintain and promote a diversity of native species and habitat within the City.
Policy LU-15.3.1	Protect native plant communities by encouraging management and control of non-native invasive plants, including aquatic plants. Environmentally sound methods of vegetation control, including appropriate use of approved herbicides, should be used to control noxious weeds.
Policy LU-15.3.2	Recognize that aquatic weeds and toxic algae are a regional issue. Lobby King County to take the lead on a solution to control aquatic weeds and algae on the Sammamish River, Swamp Creek and Lake Washington. At the same time, facilitate the use of local resources, including volunteers, to reduce aquatic weeds.
Policy LU-15.3.3	Encourage the use of native plants in landscaping requirements, erosion control projects, and in the restoration of stream banks, lakes, shorelines, and wetlands. Provide incentives for using native plants, mature plantings, and higher densities of biomass.
Policy LU-15.3.4	Maintain fish and wildlife through conservation and enhancement of terrestrial, air, and aquatic habitats.
Policy LU-15.3.5	Preserve habitats for species which have been identified as endangered, threatened, or sensitive by the state or federal government.
Policy LU-15.3.6	Designate and protect Fish and Wildlife Habitats of Importance, including: a. Habitat for federal or state listed endangered or threatened species; b. Habitat for state sensitive, and candidate species; animal aggregations considered vulnerable; and those species of recreational, commercial, or tribal importance that are vulnerable as identified and mapped by the State Priority Habitats and Species program. c. Habitat for great blue herons; d. Habitat for bald eagles; e. Biodiversity areas and corridors designated and mapped in the Priority Habitats and Species program by the State Department of Fish and Wildlife; and, f. Riparian corridors.
Policy LU-15.3.8	Provide a mechanism for nomination and consideration of additional Fish and Wildlife Habitats of Importance.
Policy LU-15.3.9	Identify species which need protection during the development review process.
Policy LU-15.3.10	Stream and wetland buffer requirements may be increased to protect Fish and Wildlife Habitats of Importance. Whenever possible, density transfers and/or buffer averaging should be allowed.

- Policy LU-15.3.11 Protect salmonid habitats by ensuring that land use and facility plans (transportation, water, sewer, electricity, gas) include riparian and stream habitat conservation measures developed by the County, cities, tribes, service providers, and/or state and federal agencies. Development within basins that contain fish enhancement facilities should consider significant adverse impacts to those facilities.
- Policy LU-15.3.12 Work with adjacent jurisdictions, state and federal governments and tribes during land use plan development and site development review to identify and protect habitat networks at jurisdictional boundaries.
- Policy LU-15.3.13 Integrate fish and wildlife habitats into capital improvement projects whenever feasible.
- Policy LU-15.3.14 Promote voluntary fish and wildlife habitat enhancement projects by private individuals and businesses through educational and incentive programs.
- Policy LU-15.3.15 Actively participate in the Watershed Resource Inventory Area (WRIA) 8 Council to ensure that the City's planning, implementation, and enforcement efforts regarding surface and groundwater, environmentally sensitive areas, and development regulations are consistent with regional efforts. A central purpose of the watershed planning and implementation should be the recovery of endangered, threatened, or sensitive species such as Chinook salmon, steelhead trout and bull trout.
- Policy LU-15.3.16 Regularly review the City's capital projects, and planning and regulatory efforts to ensure consistency with the Federal 4(d) rule.

IMPLEMENTATION STRATEGIES

The Natural Environment Sub-Element policies would require new, continuing or increased commitments of City resources to prepare new regulations, review/amend existing regulations, create educational or incentive programs, or coordinate with adjacent jurisdictions.

New programs, rules, or regulations would be needed to address:

- Air quality and noise analyses for major new developments
- Urban forestry strategies
- Habitat enhancement educational, volunteer and incentive programs
- Aquatic weed and algae control.

A review of existing programs, rules and regulations would be needed to ensure they meet the policies, including:

- Control of air emissions from construction and land clearing activities
- Erosion control Best Management Practices
- Increased surface water management requirements on steep and erosive slopes

- Sufficiency of wetland, stream, fish and wildlife habitat, flood hazard, seismic hazard, landslide hazard, and erosion hazard regulations
- Sufficiency of design standards for building materials, critical area signage and lighting
- Sufficiency of noise standards
- Sufficiency of native vegetation requirements and tree management and protection requirements
- Sufficiency of aquatic weed prevention and invasive plant prevention
- Sufficiency of protection against pollutants, including fertilizer, entering streams, the river and the lake.

Additional or continuing efforts would need to be made to coordinate with adjacent jurisdictions or participate in regional programs, including:

- Working with adjacent, upstream communities on water quality and flooding issues
- Participating in the development of watershed plans
- Working with King County and the Sammamish River cities to control aquatic weeds and algae on the Sammamish River and Lake Washington
- Establishing a wetland mitigation banking program or in lieu fee program
- Restoring stream channels.

REFERENCES

- Azerrad, J.M. (2012). Management Recommendations for Washington's Priority Habitats and Species: Great Blue Heron. Washington Department of Fish and Wildlife, Olympia, WA.
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- King County (1990). Wetlands Inventory. Seattle, WA.
- King County Growth Management Planning Council (December 2012). Countywide Planning Policies. Seattle, WA.
- Norman, Don (November 23, 1999). Personal Communication, phone call from Don Norman, consulting biologist to Lisa Grueter, Bucher, Willis & Ratliff Corporation.
- State of Washington, Department of Fish and Wildlife (1999). "Great Blue Herons" in the Management Recommendations for Washington's Priority Species, Volume IV: Birds. Authors Timothy Quinn and Ruth Milner. Olympia, WA.



Parks, Recreation and Open Space (PROS) Plan

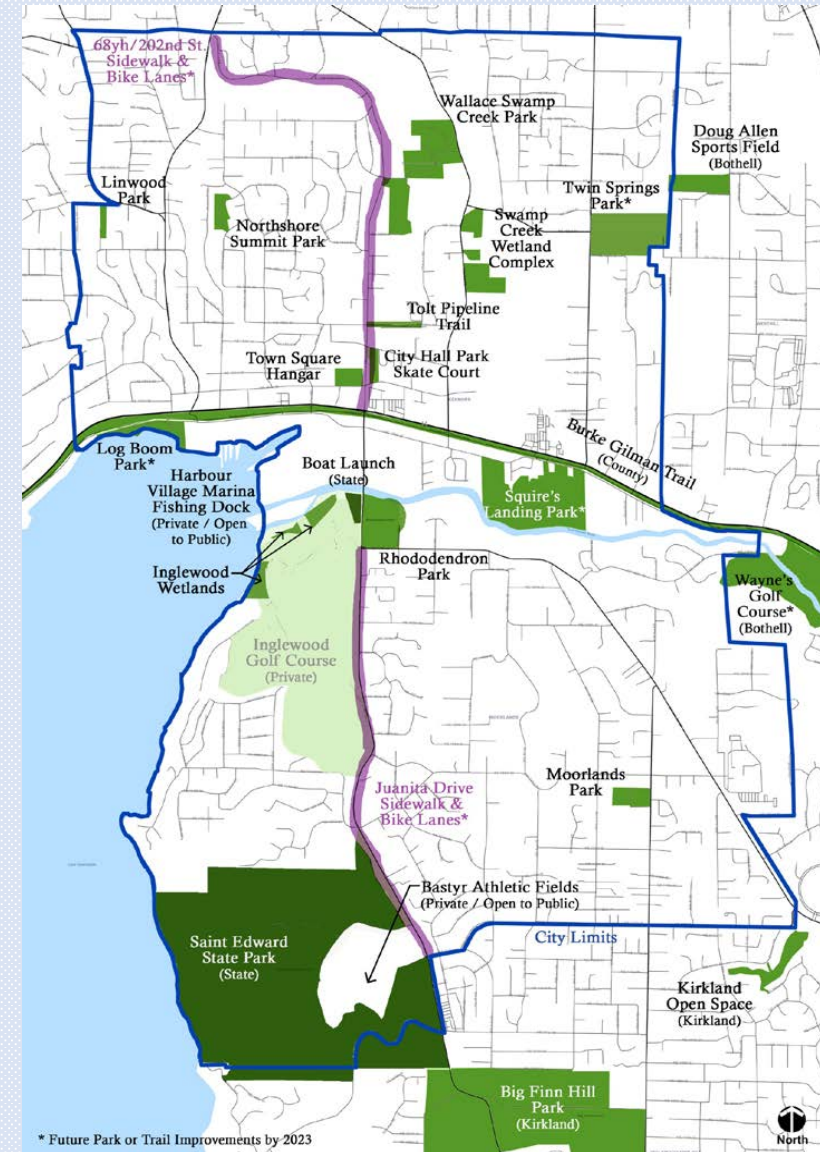
Purpose and Requirements

- Provide a policy-level framework for future development of the parks system and recreation facilities and programs over the next 20 years.
- Meet the State of Washington's Recreation and Conservation Office's (RCO) planning requirements which enable the City to apply for grants. The PROS Plan must be updated every 6 years to maintain grant eligibility.
- Last PROS Plan approved in 2013.
- Kenmore's Plan must receive State approval by March 1, 2020.



Kenmore's Park System

- 13 parks totaling 146 acres of park land, including 3.8 miles of multi-purpose trails
- 80% is forested, wetlands or natural systems
- 475 total acres when combined with property of other parks and recreation providers
- Parks and recreation programming is done through partnerships



Planning for the future

- 20-year population projection of 30,140 by 2040—approximately 7,000 additional residents
- Plan includes a new *demand and need analysis*, using a variety of metrics, including recreation trends, community interests, benchmark comparisons, population growth, geographic context, recreation programming, and participation rates
- New watershed analysis
- Level of service analysis – both existing and aspirational

Community Involvement

- Imagine Kenmore Initiative (2015/2016)
- Walkways and Waterways Bond Survey (2016)
- Statistically-valid community survey (2019)
- Informal PROS Plan survey and Open House (2019)
- Planning Commission review and recommendations

Community Input

- 70% very supportive of water-dependent recreation in the City.
- High priority facilities:
 - Indoor swimming pool/aquatic center
 - Nature trails
 - Paved walking/bike paths
 - Indoor exercise/fitness facilities
 - Off-leash dog parks
 - Natural areas/reserves
 - Community/recreation center
- Medium priority facilities (top 5):
 - Art gallery/indoor theater
 - Large community parks
 - Indoor gymnasiums
 - Outdoor multi-use athletic fields
 - Small neighborhood parks

Guiding Fundamentals

- Natural environment is the characteristic most used when describing the system.
- Key values are to:
 - protect and steward,
 - partner (new),
 - create balance, and
 - instill civic pride.
- Major reorganization but minor changes to the policy directions of the goals, objectives and policies. New goal about engaging the community in decisions and activities.
- Goals, objectives and policies will be revisited with the Parks, Recreation and Open Space Element of the Comprehensive Plan.

Capital Facilities Plan (CFP) – Short, Medium and Long Term projects

- CFP is not fiscally constrained and identifies possible projects for the planning period
- CIP is the actual funded six-year project list, adopted separately from the CFP and not included in the PROS Plan.
- Some new CFP additions:
 - Moorlands trail connection
 - Phase 2 of Squire's Landing
 - Partnership in a regional aquatics/community center
 - Feasibility study to address the Bastyr ballfields

Other Projects

- Additional projects are identified with no funding assigned:
 - Safe Routes to Parks
 - ADA/universal access
 - Repair and maintenance, and
 - Public arts and culture, among others.
- These needs have not been assessed or ranked so funding levels are not known at this time. Too, some of these projects may be included in already-funded parks projects.

Next steps

- Council discuss recommendations with the Planning Commission
- Direct staff on any changes
- Adopt PROS Plan by resolution in February
- PROS Plan submitted for State approval in February



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Joint meeting with the Planning Commission to present recommended Accessory Dwelling Unit (ADU) code amendments

Proposed Council Action/Motion: Ask questions and give preliminary direction on the project

For Council Meeting Agenda of: January 13, 2020

Department: Community Development

Prepared by:
 Debbie Bent, Community Development Director
 Lauri Anderson, Principal Planner

	<u>Initial & Date</u>
Approved by Department Head:	DA 12/20/19
Approved by City Attorney:	N/A
Approved by Finance Director:	JMC 12/20/19
Approved by City Manager:	[Signature]

Exhibits/Attachments:

1. Recommended ADU amendments
2. Introductory Powerpoint presentation on ADUs.

INFORMATION/BACKGROUND: The Planning Commission will present recommendations on Accessory Dwelling Unit (ADU) regulations at a joint meeting with Council on January 13, 2020.

The Planning Commission has been studying the City's ADU regulations since last summer and has now developed recommendations on changes to the existing rules that would encourage additional ADU development. The recommended amendments are included in Attachment 1 in the underline/strike-through format. If Council requests additional information, directs substantive changes or has questions that cannot be addressed at the January 13th meeting, then staff will provide a response at the January 27th Council meeting. Staff anticipates bringing an ordinance for Council consideration at the February 10th Council meeting if there are no substantive changes. Substantive changes could result in the need for a Public Hearing which would extend the date for consideration of ordinance adoption.

Significant changes to the existing rules include:

- A homeowner could have up to 2 ADUs on their lot—one attached and one detached.
- A detached ADU could be permitted on a lot of 4,500 sq.ft. in size or larger but must be separated from the primary residence by a minimum of 5'.
- Maximum ADU sizes range from 600-1,000 sq.ft. for a detached ADU. An attached ADU generally cannot exceed 1,000 sq.ft.
- The maximum height for a detached ADU would continue to be 35'. However, the detached ADU may not exceed one story over a detached garage or two stories if built at ground level.
- One parking space continues to be required for each ADU.

- The city manager would be allowed to consider an exception to the owner occupancy rules for up to one year in cases of hardship or when a close relative of the owner will occupy the residence and act in his/her stead.
- In the R-4 and R-6 zoning districts that require a 20' rear yard, the ADU may be placed in the rear yard, but no closer than 10' to the rear lot line.

The Planning Commission also recommends that the Council consider additional supportive steps for ADUs:

- Preapproved plans and expedited permit processing:

Several jurisdictions (including Kirkland) as well as MyBuildingPermit.com (a branch of the eCitygov.alliance) are considering the creation of preapproved building plans to streamline the ADU permit application process. The Commission raised some concerns about municipal liability with pre-approved plans and targeting work to only certain builders, but agreed that the idea had merit. The Planning Commission also encourages expedited permit review processing for ADUs, generally.

- Educational Efforts:

Successful ADU regulations have been accompanied by simultaneous educational promotion. The Planning Commission supports educational efforts, including a guide to ADU development and updated information on the website.

- Amnesty Program:

It is unclear how many illegal ADUs exist within the city boundaries. An amnesty program could be drafted to legalize those ADUs which comply with baseline regulatory requirements. Exemptions for regulatory non-compliance can be explored in cases that don't constitute safety risks. While the Planning Commission wanted to forward this idea to the Council, they agreed that it was a complex idea and might require significant staff time. If amnesty were to be considered, the Commission thought a time horizon should be established to encourage action.

- Lending & Financial Assistance Options:

The most ambitious and potentially problematic policy action in reference to ADUs is to directly intervene in the lending market through discussion with lenders. Only a small number of ADU owners are able to finance their ADU by borrowing against expected future value of the ADU. The Planning Commission supports the idea of asking ARCH to begin a conversation with financial institutions about specific ADU lending vehicles.

Kenmore already waives ADU impact fees to provide financial assistance for ADU development. In alignment with this strategy, Kenmore could further consider reduced permit review fees and utility fees, although utility fee reductions would require coordination with the Northshore Utility District.

Background

ADUs are smaller dwelling units placed on the same lot as a preexisting single-family residence. The City's current regulations, which have been in place since incorporation in 1998, allow both attached and detached ADUs in the City, although detached ADUs are not permitted on lots smaller than 10,000 sq.ft. in size. Attached ADUs are those that are located inside the primary residence—for example, in a converted basement. Detached ADUs (sometimes called DADUs) are separate structures from the main house—sometimes built over a garage, in other cases as standalone structures.

ADUs provide a number of benefits: they can provide income to the homeowner, house family members, sometimes at no cost, or provide a more affordable type of housing in between an apartment and a detached single-family home. For these reasons, the City Council included a review of the City's ADU regulations as part of the 2016 Housing Strategy Plan to address housing affordability.

As an initial step in their review, the Planning Commission received a Powerpoint presentation on ADUs—describing what they are, why they are important and obstacles to their development (see Attachment 2).

To further guide their decision-making, Commissioners reached consensus that code amendments to allow more ADU production:

- Are not necessary for achieving the city's general housing targets.
- Should seek to increase the variety of housing types in Kenmore.
- Should support ADUs as an affordable housing choice for families and individuals who need affordable housing.
- Should benefit homeowners, such as those who need or provide care to other family members, those who need supplemental financial assistance, and seniors who want to age in place.
- Should support single-family neighborhood character.
- Should avoid creating loopholes for developers to create excessive density, permit unattractive structures, or displace vulnerable residents through redevelopment.

The Commission reviewed standards from an ARCH working group and from several jurisdictions. At the public hearing on the project, two individuals spoke in support of the changes.

FISCAL CONSIDERATION:

None. Staff and Planning Commission time were spent to work on this project.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Goal 3: Increase and preserve the options for affordable housing stock.
Housing Strategy Plan A.3.c: Accessory dwelling units - i. Review current code provisions; ii. Review permitting process and fees / utility requirements; iii. Clemency program to legalize existing ADUs.

Attachment 1

Recommended Amendments to ADU Regulations

18.73.100 Accessory dwelling units (ADUs).

A. ~~Only one~~ maximum of two accessory dwelling units (ADUs), including only one attached ADU and only one detached ADU, accessory dwelling is allowed are permitted per primary single detached dwelling unit.

B. No minimum lot size is required for an attached ADU. A detached ADU shall not be permitted on a lot less than 4,500 square feet in size.

BC. On lots from 4,500 square feet to 5,399 square feet in size, when both a detached and an attached accessory dwelling unit are proposed, the attached An accessory dwelling unit is allowed only in the same building as shall not expand the pre-existing footprint of the primary dwelling unit on a lot that is less than 10,000 square feet in area, or on a lot containing more than one primary dwelling. For new construction on a lot of this size, when both a detached and an attached ADU are proposed, the combined floor area of the primary dwelling unit, including attached garage and attached ADU, shall not exceed 2,500 square feet.

CD. The primary dwelling unit or the accessory dwelling unit shall be owner occupied.

DE. Maximum ADU sizes shall be as follows:

1. Attached ADU. If the accessory dwelling unit is attached to the primary dwelling unit, then the An attached accessory dwelling units shall not exceed a floor area of 1,000 square feet or 50 percent of the living area of the primary residence, whichever is greater; and. The city manager may grant an exception to this limitation for the efficient use of pre-existing floor area.

2. When the primary and accessory dwelling units are located in the same building, only one entrance may be located on each streetside of the building.

32. Detached ADU. If the accessory dwelling unit is detached from the primary residence, then the accessory dwelling unit may be 10 percent of the lot size, or 50 percent of the primary dwelling unit, whichever is less. The following floor area limitations shall apply to detached accessory dwelling units:

Attachment 1

<u>Lot size</u>	<u>Maximum Floor Area for a Detached ADU</u>
<u>Lots with an area equal to or greater than 10,000 square feet</u>	<u>1,000 square feet</u>
<u>Lots with an area of 5,400 to 9,999 square feet</u>	<u>800 square feet</u>
<u>Lots with an area between 4,500 and 5,399 square feet</u>	<u>Maximum building footprint is 10% of the lot area. Total floor area shall not exceed 600 square feet. Note limitations in KMC 18.73.100.C when both an attached and a detached accessory dwelling unit are proposed on a lot of this size.</u>

2F. When the primary and accessory dwelling units are located in the same building, for an attached ADU, only one entrance may be located on each streetside of the building, unless the ADU entrance is clearly secondary to the primary entrance as determined by the city manager.;

G. The maximum height for a detached ADU shall be 35'; however, the detached ADU may not exceed one story over a detached garage or two stories if built at ground level.

EH. One additional off-street parking space shall be provided for each ADU on a lot;

FI. The accessory dwelling unit shall be converted to another permitted use or the dwelling unit or its kitchen facilities shall be removed if the property owner no longer resides in one of the dwelling units ceases to be owner-occupied. The city manager may consider an exception to this rule for up to one year in cases where:

1. One of the dwelling units will be occupied by a spouse, parent or adult child of the property owner who will act in his/her stead to manage and maintain the property; or
2. There is a documented need, supported by evidence, for the owner-occupant to leave the premises due to business requirements, health or family issues, or other similar circumstances.;

Attachment 1

If an exception is granted, the property-owner and person responsible for the property-owner's *dwelling unit* shall both sign a property management agreement prepared by and submitted to the *City* describing management and maintenance responsibilities over the term of the property-owner's absence and providing contact information.

GJ. An *applicant* seeking to build an *accessory dwelling unit* shall file a notice approved by the department with the ~~records and elections division~~ King County recorder's office which identifies the *dwelling unit* as accessory. The notice shall run with the land. The *applicant* shall submit proof that the notice was filed before the *department* shall approve any permit for the construction of the *accessory dwelling unit*. The required contents and form of the notice shall be set forth in administrative rules;

HK. The total number of occupants in the principal *dwelling unit* and the *accessory dwelling unit* combined shall not exceed the maximum number established for a single-family dwelling as defined in KMC [18.20.1010](#).

Other code sections needing amendment:

18.20.820 Dwelling unit, accessory.

"Accessory dwelling unit" means a separate, complete *dwelling unit* attached to or contained within the *structure* of the primary dwelling; or contained within a separate *structure* that is accessory to the primary *dwelling unit* on the premises.

18.20.218 Attached accessory dwelling unit.

"Attached accessory dwelling unit" means an *accessory dwelling unit* attached to or contained within the *structure* of the primary dwelling.

18.20.705 Detached accessory dwelling unit.

"Detached accessory dwelling unit" means an *accessory dwelling unit* contained within a separate *structure* that is accessory to the primary *dwelling unit* on the premises. A detached accessory dwelling unit shall be separated from the primary *dwelling unit* by a minimum of 5'.

18.20.2103 Pre-existing footprint.

"Pre-existing footprint" means the footprint of the primary *dwelling unit* prior to any permitted *attached accessory dwelling unit*.

Attachment 1

18.30.230 Setbacks – Projections and structures allowed.

Provided that the required *setbacks* from *regional utility corridors* of KMC [18.30.200](#), the adjoining half-street or designated arterial *setbacks* of KMC [18.30.220](#) and the sight distance requirements of KMC [18.30.240](#) are maintained, *structures* may extend into or be located in required *setbacks*, including *setbacks* as required by KMC [18.21.060](#)(B), as follows:

Q. In a rear *setback* in the R-4 and R-6 residential zones, the following *structures* are permitted if it is determined by the *city manager* that they will not have any substantial detrimental effect on abutting properties or the *City* as a whole; and provided, that they shall be no closer than five feet to the rear lot line:

1. Children's play *structures* not otherwise regulated by this title;
2. No more than one storage shed or similar *use*, limited in height to eight feet for a flat roof or 10 feet for a pitched roof, with a maximum dimension of 15 feet on any side and a total area not exceeding 200 square feet;
3. An *arbor*, not attached to a building and limited in height to eight feet, with a maximum footprint of 100 square feet, including eaves. If latticework is used, there shall be a minimum opening of two inches between crosspieces.

R. In a rear *setback* in the R-4 and R-6 residential zones, an *accessory dwelling unit* shall be permitted; provided, that the *accessory dwelling unit* shall be no closer than ten feet to the rear *lot* line. All of the other standards for *accessory dwelling units* specified in KMC Chapter 18.73 shall be met.



Accessory Dwelling Units – Background Info



Definition of Accessory Dwelling Units (ADUs)

- An Accessory Dwelling Unit is an independent living space secondary to the primary residence on a single family residential lot.
- The two main designations are attached and detached ADUs.
- Attached ADUs are either internal, as in a converted basement or garage, or are an external addition that is contiguous to the primary residence.

Examples of Accessory Dwelling Units (ADUs)

ADUs in blue; main residence in white

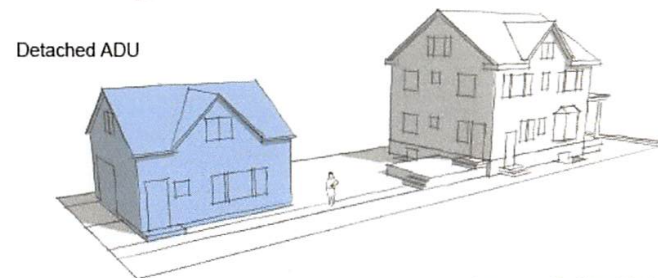
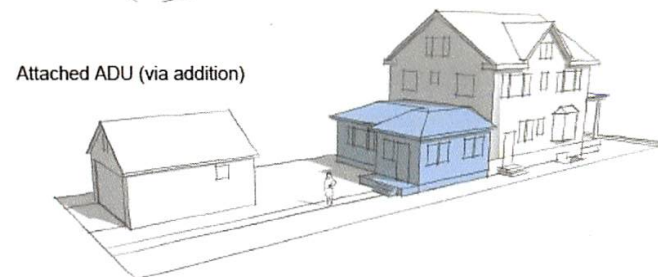
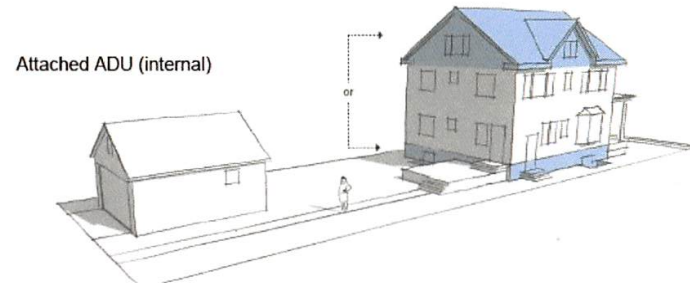


Image credit: City of Saint Paul, MN

Why People Get ADUs

Common reasons for building an ADU:

- generate additional income
- increase property value
- help pay for a mortgage
- house a family member



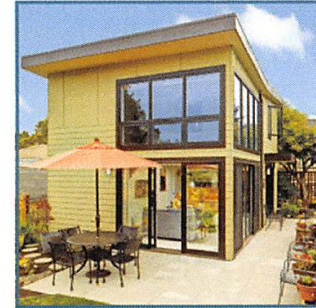
BASEMENT ADU



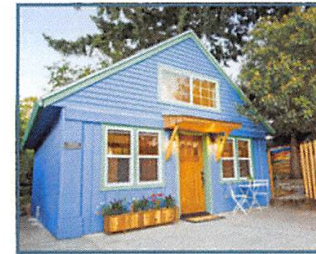
ATTACHED ADU



SECOND-STORY ADU



DETACHED ADU



GARAGE-CONVERSION ADU

AARP
Real Possibilities

Trends that
have
contributed
to interest in
ADUs

Demographic
trends

Housing
affordability crisis

Demographic trends:

Mismatch between household size and square footage of new single family residences

- The average square footage of new single family homes continues to increase despite a reduction in average household size.

House size has increased



Source: City of Milwaukee and URBISWORKS

Demographic trends, continued:

Shrinking household size

The 1960 census reported King County's average household size as 3.2 per household.

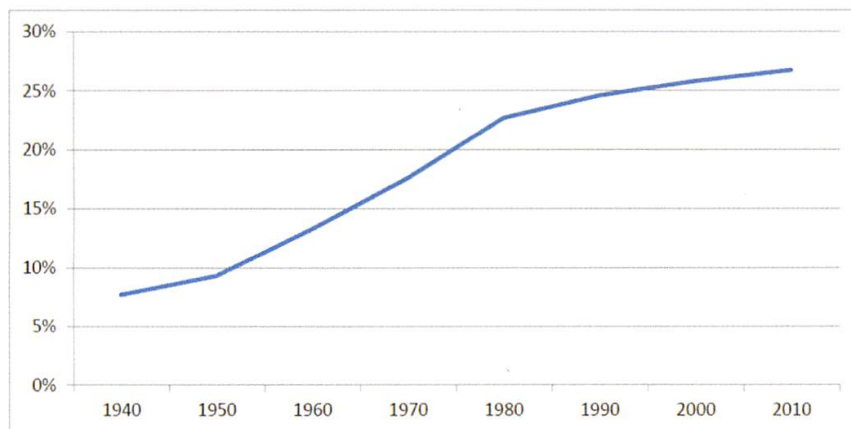
American Community Survey (ACS) sampling estimates indicate that in 2017 King County's average household size was 2.45

AARP (formerly titled the American Association of Retired Persons) research found that in 1950 the average square footage of new single-family homes was 983, whereas this has increased to 2,571 in 2017

Demographic
trends, continued:
single person occupancy
growth

- Single person households are becoming much more common.
- ADUs are an affordable option for single-person households.

Figure 1. Share of U.S. Households Consisting of One Person Living Alone, 1940-2010⁹



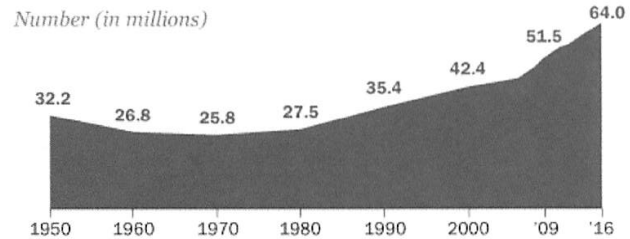
Demographic trends, continued:

Unprecedented number of multigenerational households

- Multigenerational households are defined by the U.S. Census Bureau as households consisting of more than two generations
- ADUs are commonly used to accommodate the unique needs of multigenerational households

One-in-five Americans live in a multigenerational household

% of population in multigenerational households

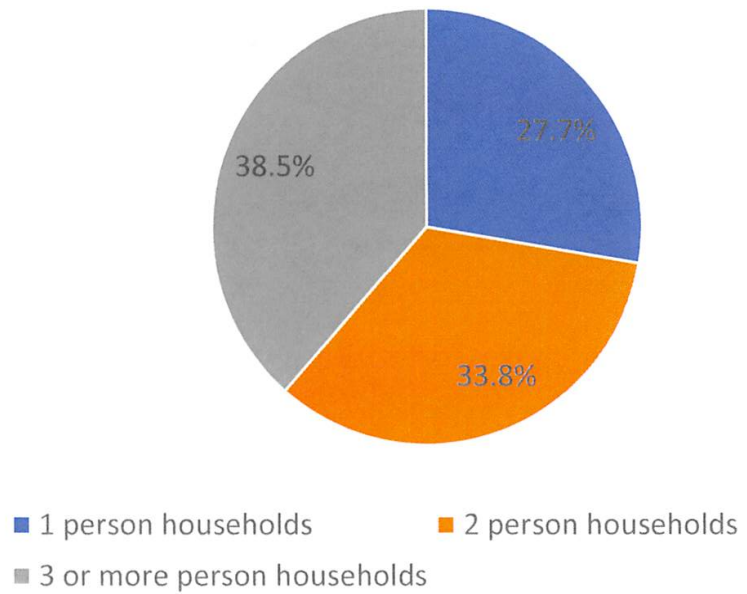


Note: Multigenerational households include at least two adult generations or grandparents and grandchildren younger than 25.
Source: Pew Research Center analysis of 1950-2000 decennial censuses and 2006-2016 American Community Survey (IPUMS).

PEW RESEARCH CENTER

Composition of Washington's Households

Share of Washington Households by Size
2017 American Community Survey Estimates

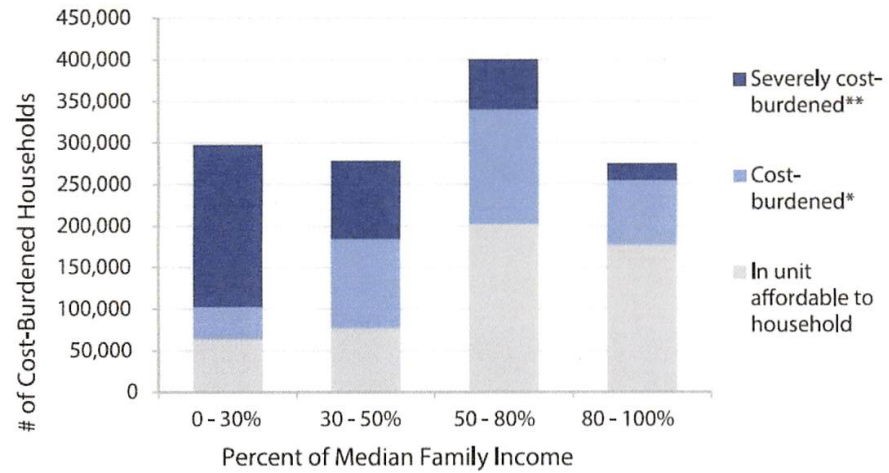


Washington State Housing Affordability Crisis

- Chart is drawn from the Washington State Housing Finance Commission: dated 2015
- Cost-burdened households are defined by HUD as those paying more than 30% of their annual income on housing expenses
- Severely cost-burdened families pay more than 50% of their annual income on housing expenses

Housing affordability is a problem in Washington State

Cost burden exists for all households earning below the median family income



Kenmore Housing Affordability Crisis

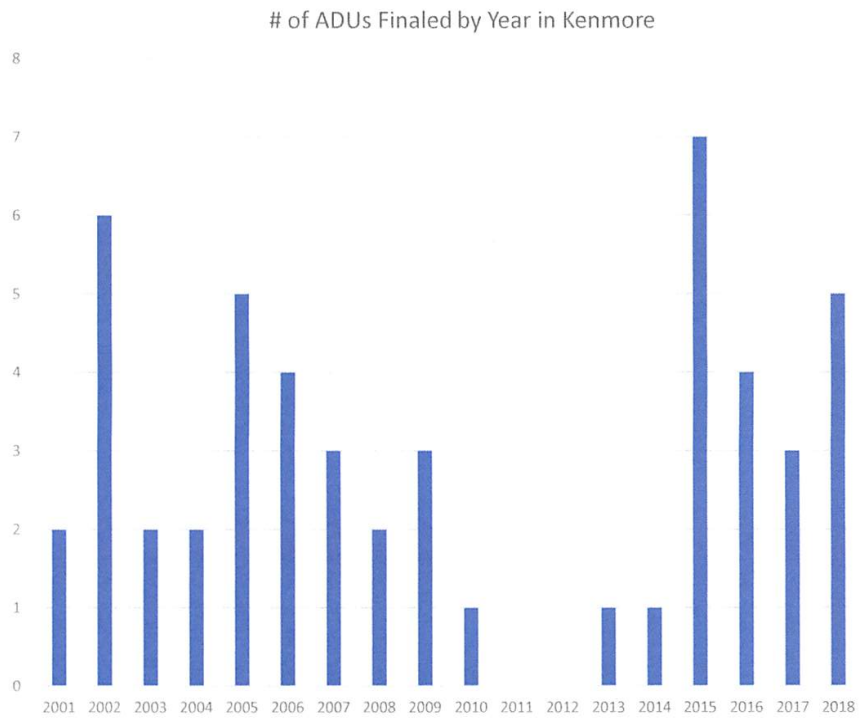
38% of households in Kenmore are cost-burdened

42% of renting households are cost-burdened

17% of
households
are severely
cost-burdened

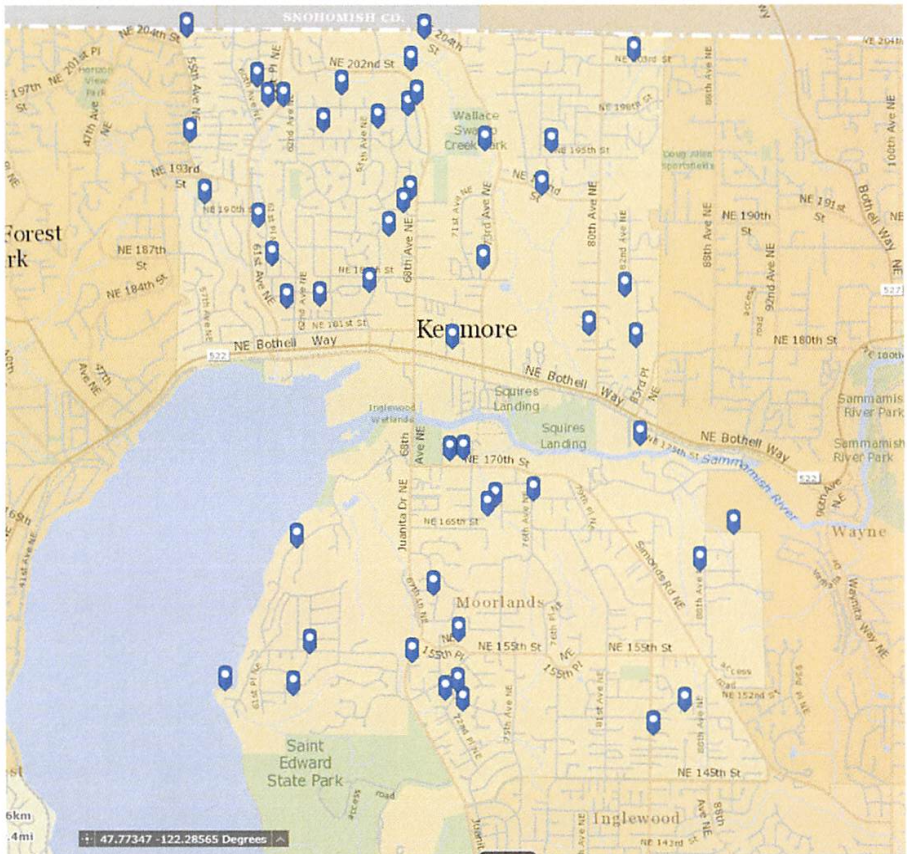
- This is the highest percentage of severely cost-burdened households recorded in any east King County city

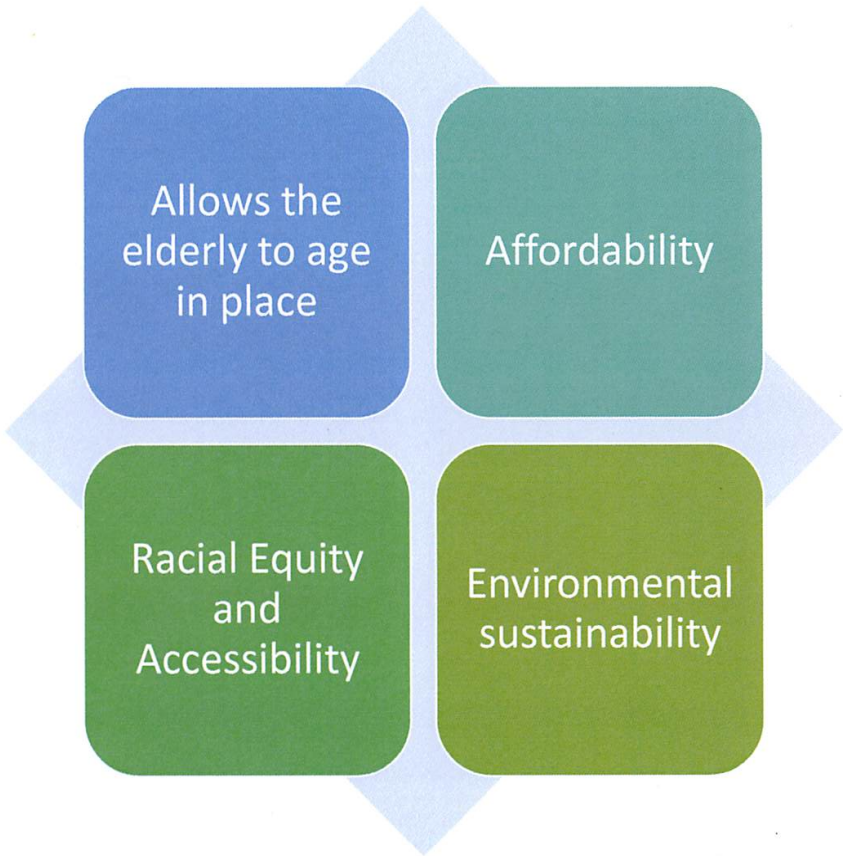
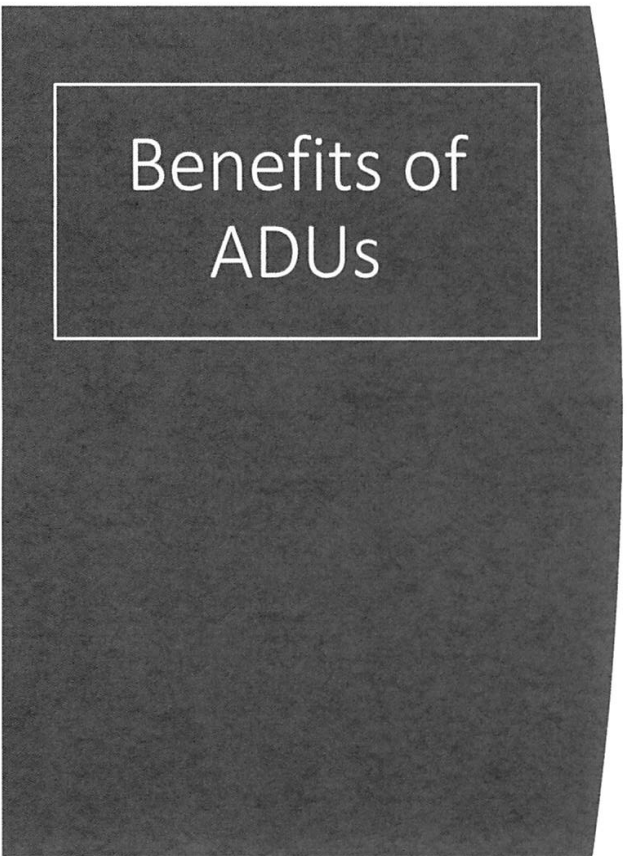
Kenmore
ADUs
Finaled
by Year
(51 total)



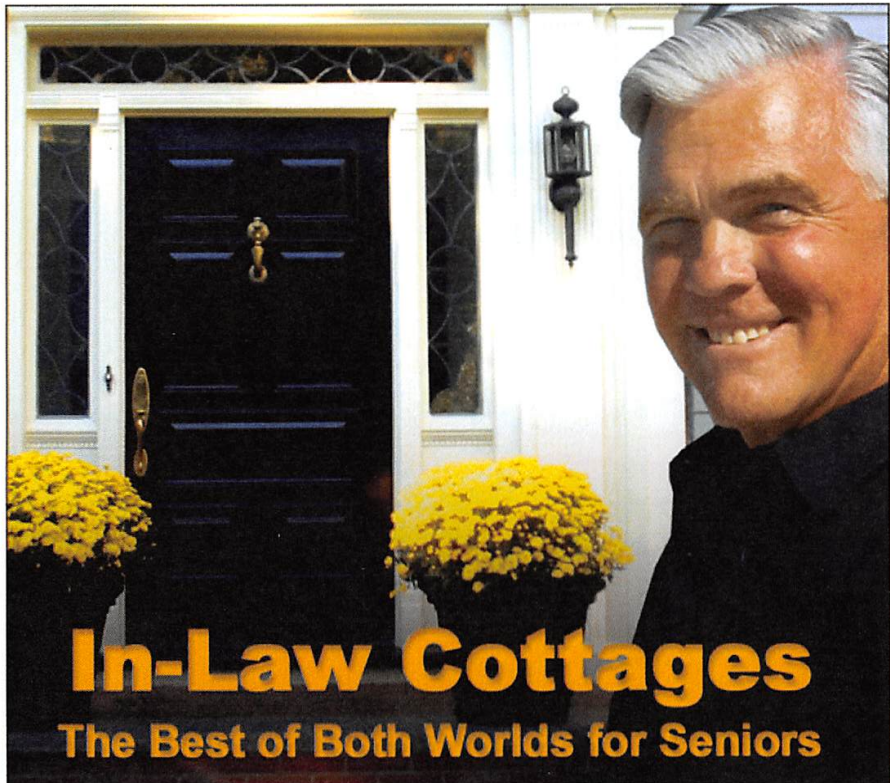
Kenmore averages 2.83 ADUs finalized per year

Spatial Distribution of Kenmore's ADUs





Allows the elderly to
age in place



How ADUs benefit the Elderly

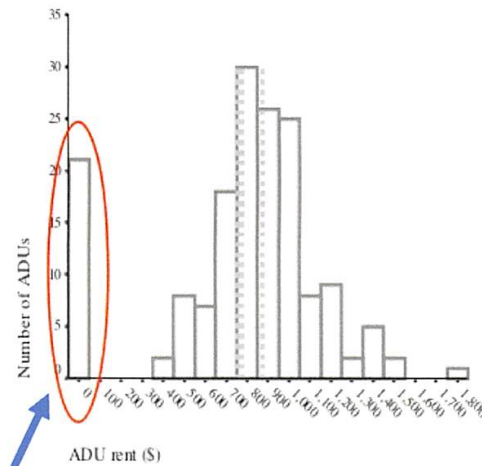
- The elderly desire to age in place: An AARP survey found that 75% of those above the age of 45 “believe that they will be able to stay in their current home for the rest of their lives”
- AARP endorses ADUs for the elderly as a method to
 - Provide additional income to offset housing expenses
 - Generate companionship
 - Allow negotiation for sweat labor in return for reduced rents
 - Provide an increased sense of personal security
 - Live in close proximity to a family member or caregiver



Affordability

Rental rates for Portland ADUs

Chart displays the number of ADUs participating in the survey rented within each \$100 price interval. Chart provided by Oregon's Department of Environmental Quality (DEQ) in 2013



The circled ADUs are "rented" at zero cost

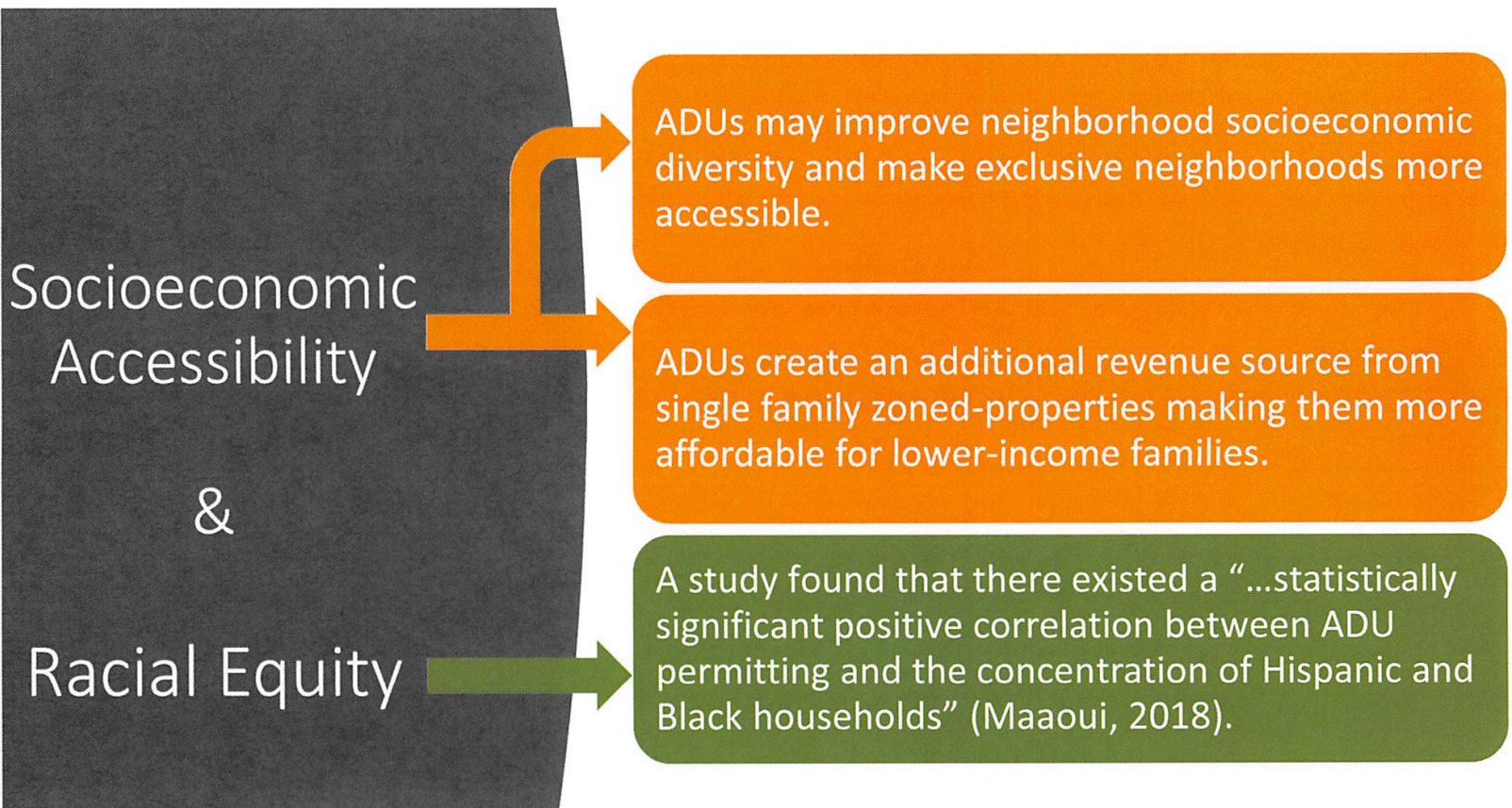
- The mean rent of Portland ADUs is \$765/month
 - Including the \$0 "rents"
- After exclusion of \$0 "rents," the mean is \$880
- In 2017 the average rent for a 1-bedroom was \$1,350 according to the "State of Housing in Portland", a Portland Housing Bureau publication

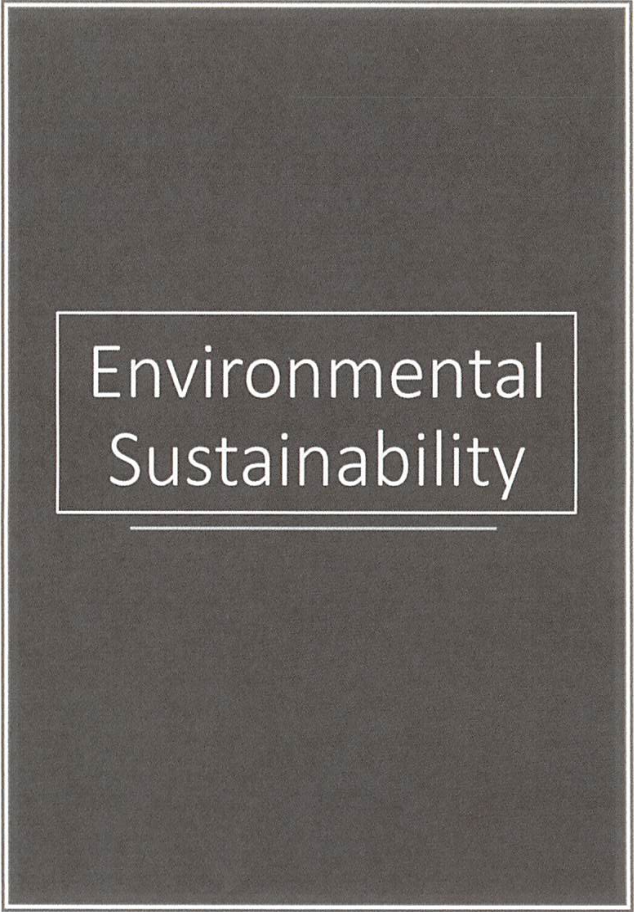
Affordability, continued

Detached ADUs “typically cost 25 to 40 percent less to build than new, comparably-sized housing units.” (MRSC, 1995)

58% of ADU owners rent at below the market rate (Chapple, 2018).

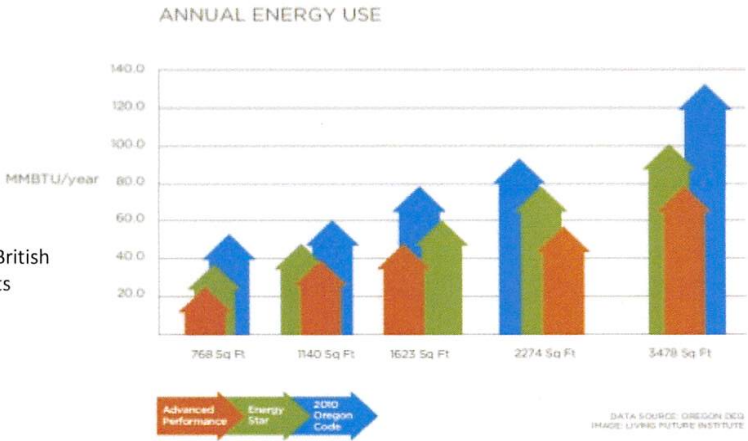
“A study of Babylon, Long Island, found that secondary units rented, on average, for 35% less than non-secondary unit apartments,” (Chapple, 2012).

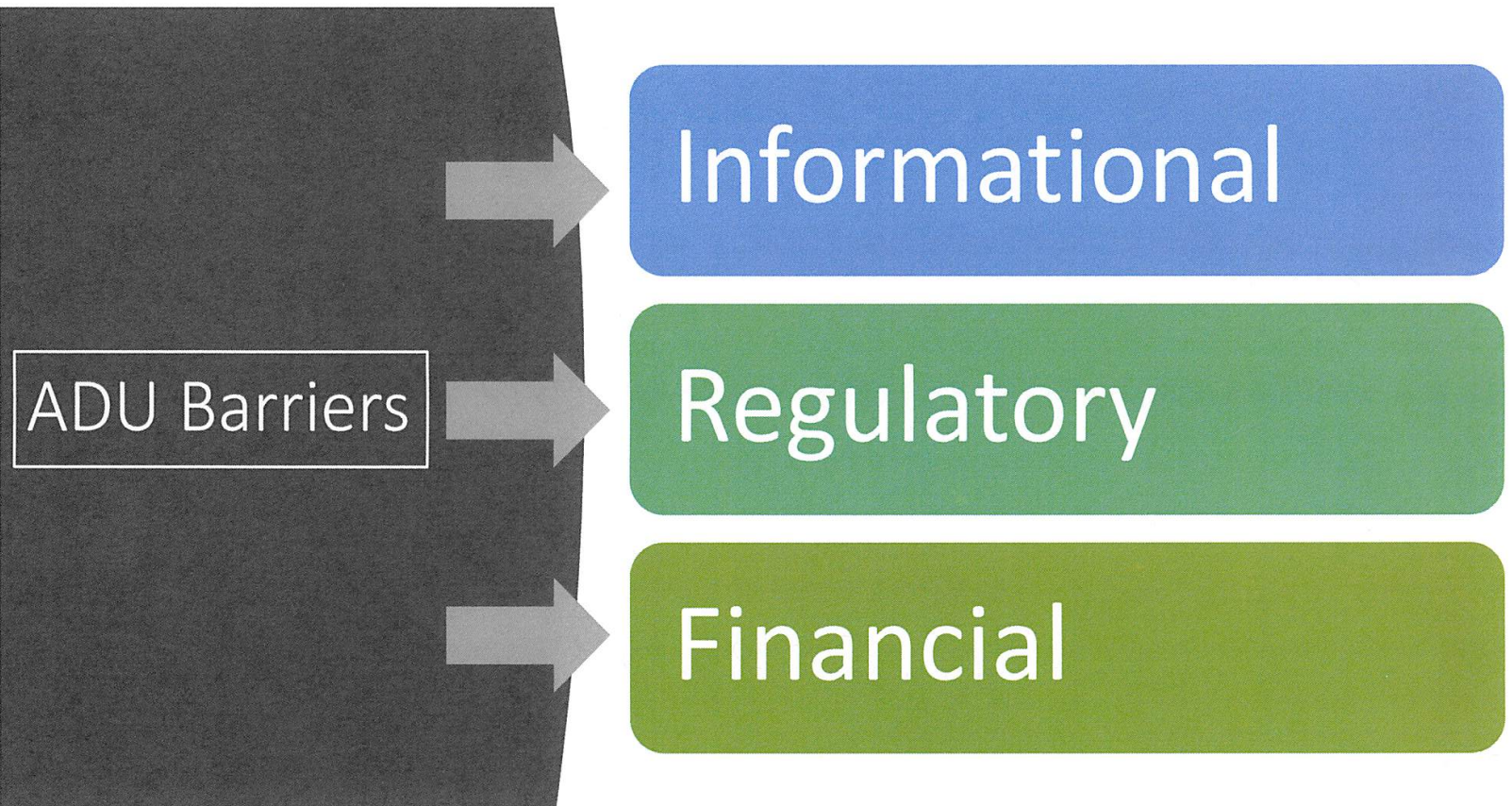




Building Small is a green building strategy

One million British Thermal Units (MMBTU)





Informational Barriers

ADUs have
been legalized
in many
localities for
only a short
time

Many people are uninformed about ADUs—this naturally limits the size of the market in ADUs

To address this
educational
deficit cities
have:

- Created informative memos to assist homeowners
- Sponsored community workshops
- Collaborated with non-profits to raise awareness about how ADUs can be applied to important social issues
- Hosted guided tours

Regulatory Barriers

The restrictiveness of the regulatory code governing ADUs is one factor that influences the rate of growth in ADUs.

Common regulatory barriers that impede ADU production are:

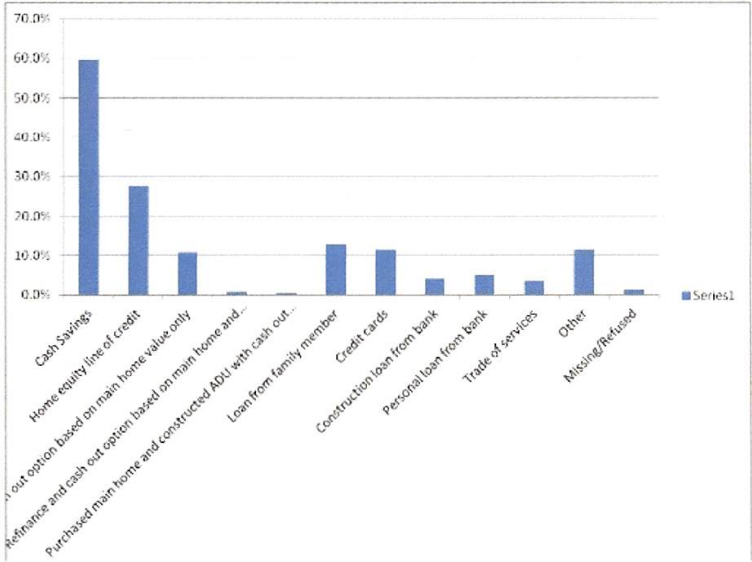


- Requirement of owner-occupancy for either ADU or primary residence.
- Requirement of additional off-street parking.
- Requirement for minimum lot size
- Limit of single ADU per lot.
- Prohibition on use of ADU for short-term rentals

Financial Barriers

That most ADUs are funded from cash savings highlights the lack of financing options for the development of ADUs.

How ADUs are financed in Portland





Concerns and possible
unintended effects of
ADU code changes

Concerns regarding ADUs

Uncontrolled development is the main concern cited in opposition to ADU code liberalization

Critics believe this may result in:

Congestion of on-street parking

Possible poor maintenance/upkeep of ADU

Disruption of preexisting neighborhood character

Decrease in property values of adjacent lots

Shift from homeownership to itinerant tenancy

Planning Commission's Next Steps

On August 20, we will consider other municipal strategies that address barriers. Some of these strategies are described in the background analysis.

Also for August 20, we hope to present findings from a survey of Kenmore ADU owners that will provide local insights into ADU development.

The Planning Commission will then review and assess a range of possible code-revisions concerning ADUs.



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

11/28/2019-12/13/2019

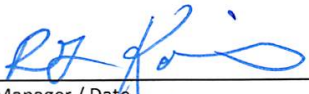
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and the the claim is a just, due and unpaid obligation against the City of Kenmore and that I am authorized to authenticate and certify to said claim. The following checks and electronic payments are approved for payment:

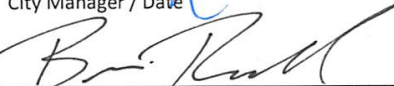
Total Check #s 43919 through 44019: \$1,037,906.84

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Acct Electronic Deposits Dated: 12/06/2019: \$154,133.96

Investment Purchases dated 10/29/2019 & 11/01/2019 in the amounts of \$1,002,595.00 & \$1,000,000.00

W&W Bond Payment dated 12/02/2019 in the amount of \$1,086,575.00


City Manager / Date

 12/16/19
Finance Director / Date
Accountant

Vendor Name	Check #	Date	Description	Amount
ICMA RETIREMENT C/O ALLFIRST BANK	43919	12/06/2019	City of Kenmore 401a	13,565.53
ICMA RETIREMENT TRUST 457 / 304745	43920	12/06/2019	ICMA 457 Deferred Comp	6,134.27
STATE OF FLORIDA DISBURSEMENT UNIT	43921	12/06/2019	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	43922	12/06/2019	Employee Charitable Contribution	68.50
ICMA RETIREMENT TRUST 457 / 304745	43923	12/06/2019	ICMA 457 Deferred Comp	293.42
A+ CONFERENCING	43924	12/13/2019	Frontier Communications Conference Call 11/22	25.92
AAA PRINTING	43925	12/13/2019	City Hall Tree Lighting/Holiday Market Signs	655.22
ABELLERA, ELLEN	43926	12/13/2019	Room Rental Deposit Refund	250.00
ALCALDE & FAY	43927	12/13/2019	Government Affairs Consulting Services	5,018.67
ALL THINGS HR, LLC	43928	12/13/2019	11/5-11/25 HR Services	630.00
ALPHAGRAPHICS	43929	12/13/2019	Police Chief Business Cards	115.51
AM TEST, INC	43930	12/13/2019	Swamp Creek Water Testing	225.00
AMERICAN SOLUTIONS FOR BUSINESS	43931	12/13/2019	Target Zero Reflectors	481.43
ANCHOR QEA, LLC	43932	12/13/2019	17-C1684 Environmental Technical Support	650.00
AURORA RENTS	43933	12/13/2019	Equipment Rental for Surface Water Work	112.85
BAKER, BRIDGIT	43934	12/13/2019	Conference Airfare Reimbursement	163.51
BAKER, DAVID	43935	12/13/2019	Airport Parking & Mileage Reimbursement	271.48
BENNETT GOLD, TOBIN	43936	12/13/2019	Conference Travel Reimbursement	858.72
BEST BEST & KRIEGER LLP ATTORNEYS	43937	12/13/2019	Oct/Nov Attorney Svc Frontier Cable Franchise Rev.	8,376.50
BEST PARKING LOT CLEANING INC.	43938	12/13/2019	18-C1957 Vacuum Truck Sweeping	1,524.82
BOTHELL KENMORE CHAMBER OF COMM.	43939	12/13/2019	Nov. KBA Support	300.00
BRIEN, GAYLYNN	43940	12/13/2019	Sept. 2019 Sales Tax Data Conversion	50.00
BROADCAST MUSIC, INC.	43941	12/13/2019	Music License Fee	358.00
BULGER SAFE & LOCK, INC.	43942	12/13/2019	Key for Volunteer Trailer	18.71
CADMAN MATERIALS, INC.	43943	12/13/2019	Asphalt for Surface Water Work Orders	172.70
CALPORTLAND COMPANY	43944	12/13/2019	Sand for Stock Pile & Sand Bags	409.32
CASCADE PEST CONTROL	43945	12/13/2019	Monthly Rhododendron Park Pest Control	143.00
CHANCERY CIVIC LLC	43946	12/13/2019	19C-2097 Nov. Financial Sustainability	4,920.00
COLUMBIA RIDGE LANDFILL	43947	12/13/2019	Street Sweeper Debris Disposal	2,554.03
COMCAST	43948	12/13/2019	Dec. City Hall/Hangar & Incubator Internet	2,247.39
COMCAST	43949	12/13/2019	Dec. City Hall Phone Service	373.04
EARTHWORKS	43950	12/13/2019	Float Replacement Mitigation & Rhod Park Mitigation	4,144.25
EARTHWORKS	43951	12/13/2019	17-C1780 Monthly 153rd/SR522 ROW Landscaping	4,722.55
ELWAY RESEARCH, INC	43952	12/13/2019	19-C2096 Storm Water Survey	5,900.00
FERGUSON ENTERPRISES INC #3011	43953	12/13/2019	Cement for Patching Work	281.36
FRONTIER	43954	12/13/2019	City Hall Phone Svc	657.54
FRONTIER	43955	12/13/2019	City Hall Phone Svc	472.82
FRONTIER	43956	12/13/2019	PW Office Internet	111.98

X. A. Total Check #s 43919 through #44019 in the amount of \$1,037,906.84...

FRUHLING SAND & TOPSOIL	43957	12/13/2019	11/20-11/22 Materials Purchased & Dump Fees	1,145.38
GALLATIN PUBLIC AFFAIRS	43958	12/13/2019	Dec. Media Relations/Marketing	3,500.00
GORDON THOMAS HONEYWELL	43959	12/13/2019	Nov. Government Relations Consulting	4,012.73
GOVDELIVERY, LLC	43960	12/13/2019	Communications Cloud Renewal	13,916.32
GRADE, INC.	43961	12/13/2019	19-C2015 Arrowhead Dr. Drainage Improvements	13,597.31
GRAINGER	43962	12/13/2019	Logboom Restroom Lightbulbs & Tools	81.07
HDR ENGINEERING, INC	43963	12/13/2019	NE 153rd SRTS 4/1-10/26/19 Prof. Svcs	433.16
HDR ENGINEERING, INC	43964	12/13/2019	16-C1625 9/29-10/26 Juanita Ped/Bike Prof. Svcs	21,575.69
HERBIG, NIGEL	43965	12/13/2019	National League of Cities Conf. Exp. Reimbursement	670.42
HOME DEPOT CREDIT SERVICES	43966	12/13/2019	Public Works Tools & Equipment	206.66
HONEY BUCKET	43967	12/13/2019	Squire's & PW Yard Rental	598.95
INSLEE, BEST, DOEZIE & RYDER, P.S.	43968	12/13/2019	October Legal Services	16,607.28
KBA INC.	43969	12/13/2019	18-C1846 Nov. W. Sammamish Bridge Svcs.	2,429.53
KING COUNTY ANIMAL SVCS	43970	12/13/2019	Pet License Renewals	170.00
KING COUNTY FINANCE	43971	12/13/2019	SWD-722009259 November Dump Fees	25.25
KING COUNTY FINANCE	43972	12/13/2019	Oct. Community Work Program	7,235.20
KING COUNTY FINANCE	43973	12/13/2019	Oct. Public Defense Indigency Screening	251.00
KING COUNTY FINANCE W.L.R.D.	43974	12/13/2019	7/1-12/31/19 SWM Fee Administration	5,140.20
KING COUNTY RADIO COMM SERVICES	43975	12/13/2019	11/1/19-1/30/20 Emergency Telecommunications	300.30
KING COUNTY SHERIFF	43976	12/13/2019	Nov. & Dec. Police Services & Overtime	603,619.25
KPFF CONSULTING ENGINEERS	43977	12/13/2019	9/28-10/25/19 On-Call Professional Svcs	24,127.88
LANGUAGE LINE SERVICES, INC.	43978	12/13/2019	Nov. Spanish Translation on Phone Chg.	5.52
LIGHTHOUSE CONSULTING INC	43979	12/13/2019	Nov Protection/Backup/Archiving/Web Hosting/IT Svc	9,446.09
MEEHAN, NANCY	43980	12/13/2019	Meeting/Volunteer Event Exp. Reimbursement	57.99
MILLER STEPHENS, MARY	43981	12/13/2019	November Public Defense Svcs @ SCORE	1,250.00
MORGAN SOUND INC	43982	12/13/2019	Sound Services for Tree Lighting Event	1,936.28
MOTT MACDONALD GROUP, INC.	43983	12/13/2019	17-C1656 Oct. Log Boom Park Svcs	16,500.49
MOTT MACDONALD GROUP, INC.	43984	12/13/2019	17-C1657 Oct. Squire's Landing Prof. Svcs	71,781.41
MUMMA, RYAN	43985	12/13/2019	Meeting Expense Reimbursement	83.90
MUNIMANAGE, LLC	43986	12/13/2019	October Consulting Services	1,155.00
NATIONAL BARRICADE CO., LLC	43987	12/13/2019	Stock Signs/Barricades	4,996.68
NORTHSHORE SCHOOL DISTRICT	43988	12/13/2019	November School Impact Fees	21,146.00
NORTHSHORE UTILITY DIST	43989	12/13/2019	Water/Sewer/Irrigation Charges	3,981.59
O'CONNOR CONSULTING GROUP, LLC	43990	12/13/2019	19-C2091 Nov. LakePointe Feasibility Study	30,000.00
OFFICE DEPOT	43991	12/13/2019	Mat for Standing Desk	111.09
OFFICE DEPOT	43992	12/13/2019	Office Supplies	89.06
OFFICE DEPOT	43993	12/13/2019	Office Supplies	241.38
OFFICE DEPOT	43994	12/13/2019	Office Supplies	206.49
PACE ENGINEERS, INC.	43995	12/13/2019	15-C1483 Oct. On-Call Services	2,316.50
PACIFIC TOPSOILS	43996	12/13/2019	Crushed Rock Purchased & Vegetation Disposal	546.30
PIXEYES GRAPHICS & DESIGN	43997	12/13/2019	Tree Lighting Poster & Event Map Design	510.00
PUGET SOUND ENERGY	43998	12/13/2019	City Hall/Tree Receptacles/NE 181st Electricity	4,756.62
PUGET SOUND FINANCE OFFICERS ASSO	43999	12/13/2019	December 2019 PSFOA Luncheon - 3 Employees	75.00
QUALITY WATER FINANCIAL	44000	12/13/2019	Incubator & PW Office Filtered Water	131.90
REPUBLIC SERVICES	44001	12/13/2019	Hangar/CH & Rhod. Park Solid Waste Disposal	1,536.48
SARAH ROBERTS	44002	12/13/2019	Oct. & Nov. 2019 Prosecution Services	23,125.94
SCHINDLER ELEVATOR CORPORATION	44003	12/13/2019	City Hall Elevator Maintenance	1,831.30
SCORE	44004	12/13/2019	November 2019 Inmate Housing	33,480.00
SEATTLE TIMES	44005	12/13/2019	Legal Notices	1,225.87
SHRED IT USA LLC	44006	12/13/2019	City Hall Shredding Services	80.35
SITESCAPES	44007	12/13/2019	Moorlands Park Recycling Lid Replacement	620.00
SMS CLEANING, INC.	44008	12/13/2019	City Hall, Hangar, & PW Shop Janitorial Services	6,495.00
STAPLES ADVANTAGE	44009	12/13/2019	Facility/Hangar/Incubator Maintenance Supplies	624.84
STARDOM SERVICES, INC.	44010	12/13/2019	November 2019 Incubator Janitorial Services	555.00
STEWART MACNICHOLS HARMELL, INC.	44011	12/13/2019	November 2019 Public Defense Services	5,000.00
T MOBILE USA, INC.	44012	12/13/2019	Staff Cell Phones & Data Plans	770.32
TOWN CENTER HARDWARE	44013	12/13/2019	Pubic Works Supplies & Small Tools	162.92
TRUGREEN	44014	12/13/2019	Moorlands Park Lawn Service	302.50
UPS STORE KENMORE	44015	12/13/2019	Photocopying & Shipping Services	59.61
UTILITIES UNDERGROUND LOCATION CTR	44016	12/13/2019	November 2019 Utility Locates	127.71
VERIZON WIRELESS	44017	12/13/2019	Staff Cell Phones & Data Plans	263.51
WSAPT	44018	12/13/2019	WSAPT Annual Membership Dues	90.00
ZUMAR	44019	12/13/2019	Critical Areas Sign & Pedestrian Crossing Flags	3,053.58
	DFT0000547	12/06/2019	DRS 457 Deferred Comp	904.17
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000548-53	12/06/2019	Public Employees Retirement	30,268.70
NAVIA	DFT0000554	12/06/2019	Employee Flexible Spending Account	368.15
BANK OF AMERICA 941	DFT0000555	12/06/2019	Federal Taxes	17,456.13
PAYROLL	Electronic Dep.	12/6/2019	Direct Deposit	105,136.81
			Totals	<u>\$ 1,192,040.80</u>



City of Kenmore

Vendor Purchasing Report

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Vendor Set: Vendor Set 01

Vendor	Name	Volume
0002	ACTION ENTERTAINMENT	550.00
0014	AMERICAN PLANNING ASSOCIATION	1,818.00
0022	ASSOCIATION OF WA CITIES	44,800.00
0024	BAKER, DAVID	3,238.26
0037	BASTYR UNIVERSITY	62,325.00
0050	BRUCE C ALLEN & ASSOC INC	15,550.00
0054	BULGER SAFE & LOCK, INC.	7,331.44
0064	CASCADE PEST CONTROL	1,573.00
0067	CENTER FOR HUMAN SERVICES	5,250.00
0076	CITY OF BELLEVUE	144,534.88
0081	CITY OF KENMORE	600.00
0083	CITY OF LAKE FOREST PARK	120,373.83
0092	CODE PUBLISHING COMPANY	7,371.57
0099	CONSOLIDATED PRESS	11,154.13
0103	COSTCO WHOLESALE MEMBERSHIP	60.00
0106	CROWN PRODUCTS LLC	1,970.20
0109	DAILY JOURNAL OF COMMERCE	3,000.60
0111	DEPARTMENT OF ECOLOGY	11,948.00
0121	REPUBLIC SERVICES	18,752.79
0130	EMPLOYMENT SECURITY DEPT	13,889.66
0134	EVERGREEN PRINT SOLUTIONS	450.25
0137	FERGUSON ENTERPRISES INC #3011	18,779.02
0145	FRUHLING SAND & TOPSOIL	10,233.58
0147	FUN RENTALS	902.25
0151	CALPORTLAND COMPANY	2,740.78
0152	GOVERNMENT FINANCE OFFICERS ASSOC	190.00
0173	HOME DEPOT CREDIT SERVICES	13,441.57
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	244,118.96
0189	INTERNATIONAL CITY/CNTY MGMT ASSOC	2,700.46
0197	JET CITY PRINTING	3,582.43
0201	KCDA PURCHASING COOP	2,377.06
0204	KENMORE COMMUNITY CLUB	470.00
0205	KENMORE HERITAGE SOCIETY	975.00
0206	KENMORE MIDDLE SCHOOL	10,750.00
0212	KING COUNTY FINANCE W.L.R.D.	26,316.40
0213	KING COUNTY ANIMAL SVCS	4,278.00
0216	KING COUNTY REAL ESTATE SVCS	2,500.00
0217	KING COUNTY DISTRICT COURT	62,196.00
0218	KING COUNTY FINANCE	6,244.28
0219	KING COUNTY FINANCE	285,680.56
0224	SOUND PUBLISHING, INC.	4,944.65
0229	KING COUNTY OFFICE OF FINANCE	6,096.61
0230	KING COUNTY RADIO COMM SERVICES	1,201.20
0233	KING COUNTY SHERIFF	3,561,992.04
0235	KING COUNTY TREASURY	31,017.97
0251	LIGHTHOUSE CONSULTING INC	83,182.40
0260	MEEHAN, NANCY	676.92
0261	PENDLETON CONSULTING LLC	5,682.22
0265	MORGAN SOUND INC	4,082.38
0267	MR. T'S TROPHIES	255.43
0268	MRSC ROSTERS	425.00
0280	NEOPOST USA INC.	197.99

Vendor Purchasing Report

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Vendor Set: Vendor Set 01

Vendor	Name	Volume
0285	NORTHSHORE FIRE DEPT	2,560.00
0286	NORTHSHORE SCHOOL DISTRICT	116,303.00
0287	NORTHSHORE SENIOR CENTER	30,950.00
0288	NORTHSHORE UTILITY DIST	200,177.84
0289	NORTHSHORE YMCA	4,125.00
0290	NORTHSHORE YOUTH & FAMILY SERVICES	16,000.00
0292	HONEY BUCKET	7,192.29
0299	PERSONAL BEST	118.27
0300	OFFICE DEPOT	10,877.99
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	37,981.00
0310	PACIFIC TOPSOILS	10,812.09
0314	PETTY CASH CUSTODIAN	765.66
0327	PUGET SOUND CLEAN AIR AGENCY	18,505.00
0328	PUGET SOUND ENERGY	162,820.20
0329	PUGET SOUND FINANCE OFFICERS ASSOC	125.00
0331	PUGET SOUND REGIONAL COUNCIL	9,002.00
0345	SEATTLE TIMES	14,188.57
0350	SIGN UP, SIGN CO, INC	1,342.00
0355	STAPLES ADVANTAGE	15,468.41
0356	STATE AUDITOR'S OFFICE	30,879.84
0357	STEWART MACNICHOLS HARMELL, INC.	60,000.00
0359	SOUND CITIES ASSOC	15,017.45
0365	TOTAL LANDSCAPE CORP	98,124.95
0370	UNITED RENTALS NW, INC	1,115.05
0371	UNITED STATES POSTMASTER	5,424.84
0375	US POSTAL SERVICE (HASLER)	3,779.16
0385	WA ASSOC OF BUILDING OFFICIALS	125.00
0386	WA ASSOC OF CODE ENFORCEMENT	40.00
0387	WA CITIES INSURANCE AUTHORITY	290,060.00
0389	WASHINGTON CITY/COUNTY MGMT ASSOC	315.00
0401	WA STATE DEPT OF TRANSPORTATION	15,595.13
0405	WASHINGTON STATE OFFICE CASH MGMT	2,162.00
0412	COLUMBIA RIDGE LANDFILL	25,262.58
0416	WETLANDS & WOODLANDS INC	5,073.20
0419	WONDERLAND DEVELOPMENT	750.00
0424	ICMA RETIREMENT TRUST 457 / 304745	130,163.65
0425	DRS 457	21,987.54
0426	AFLAC	3,598.10
0428	BANK OF AMERICA 941	444,002.51
0429	AWC EMPLOYEE BENEFITS	635,276.87
0431	DEPARTMENT OF RETIREMENT SYSTEMS	717,396.93
0432	DEPARTMENT OF LABOR AND INDUSTRIES	49,510.76
0434	UNITED WAY OF KING COUNTY	1,802.50
0436	NATIONAL LIFE OF VERMONT	1,354.87
0441	DANSOUND INC	8,400.00
0448	UPS STORE KENMORE	312.93
0450	AURORA RENTS	10,566.12
0473	ARTS OF KENMORE	3,032.54
0480	WASHINGTON TREE SERVICE INC	1,606.00
0484	CITY WIDE FENCE COMPANY, INC	28,765.00
0497	DAY WIRELESS SYSTEMS	1,176.72
0501	MACLEOD RECKORD	5,783.82
0510	AA ASPHALTING, INC	8,343.52
0515	NATIONAL LEAGUE OF CITIES	1,533.67
0542	AMERICAN SOCIETY OF COMPOSERS	362.64
0550	KING COUNTY RECORDER'S OFFICE	234.00
0564	AMERICAN PUBLIC WORKS ASSOCIATION	9,180.00
0575	FUNRENT	250.00

Vendor Purchasing Report

For Date Range 01/01/2019 - 12/13/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0586	MAIL FINANCE	2,128.50
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	5,720.00
0594	RANDALL, BRIAN	1,611.37
0610	WA STATE DEPT OF TRANSPORTATION	5,591.58
0617	KING COUNTY FINANCE	1,950.00
0639	KONICA MINOLTA BUSINESS SOLUTIONS	659.38
0641	TELESYSTEMS WEST	761.75
0685	PACE ENGINEERS, INC.	256,279.36
0689	DIGITAL REPROGRAPHICS SERVICES INC.	1,109.04
0690	BUILDERS EXCHANGE OF WASHINGTON INC	1,246.15
0692	HDR ENGINEERING, INC	611,758.49
0696	AMERICAN GENERAL LIFE GPO/400S	3,604.48
0699	BANNER BANK DB	7,004.82
0743	BANNER BANK NO	10,417.13
0764	OUSLEY, NANCY	1,589.24
0781	QUALITY BUSINESS SYSTEMS INC.	9,893.12
0788	CURTIS, DR. MILTON	193.68
0791	NORTHSHORE ROTARY CLUB	786.00
0800	BANNER BANK JG	16,592.96
0817	GRAINGER	13,792.87
0831	NORTHSHORE PARK & REC SERVICE AREA	2,567.00
0834	BANNER BANK KENMORE	26,081.78
0837	INGLEWOOD GOLF COURSE	5,755.20
0851	EVER MARK, LLC	3,364.29
0852	GREGORY, JOANNE	385.18
0858	A+ CONFERENCING	397.67
0864	COLUMBIA FORD	274,070.97
0868	JAYMARC AV	646.25
0869	BANNER BANK JGORDON	25,239.64
0892	JACOBS ENGINEERING GROUP	174,243.43
0898	ZONAR SYSTEMS	527.73
0899	SHRED IT USA LLC	1,002.01
0912	ALCALDE & FAY	55,532.83
0913	KENMORE ELEMENTARY PTA	3,750.00
0937	ZUMAR	13,923.65
0964	J&K ASSOCIATES	28,263.40
0981	COMCAST BUSINESS	19,184.61
0983	PASSPORT TRAVEL AND TOURS	208.60
0994	GORDON THOMAS HONEYWELL	44,058.22
1000	JRW ENTERPRISES	2,150.59
1003	IWORQ SYSTEMS	2,800.00
1010	TOWN CENTER HARDWARE	3,439.53
1032	SAWYER, RICHARD	217.80
1045	HORIZON DISTRIBUTORS INC	1,568.76
1047	SARAH ROBERTS	138,353.84
1052	FIRE PROTECTION, INC	10,313.31
1068	WA STATE DEPT OF LABOR & INDUSTRIES	147.20
1114	PHSI PURE HEALTH SOLUTIONS INC.	1,111.99
1116	FRONTIER	13,101.36
1123	AM TEST, INC	2,700.00
1140	PAWS	3,252.00
1148	AGORA REFRESHMENTS	1,398.72
1161	INDEPENDENT STATIONERS	261.24
1168	SCHINDLER ELEVATOR CORPORATION	4,238.39
1177	WELLS FARGO FINANCIAL	1,859.19
1192	HOPKINS, CRAIG	307.98
1197	MILLER STEPHENS, MARY	13,750.00
1212	MCALLISTER, TERESA	19.62

Vendor Purchasing Report

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Vendor Set: Vendor Set 01

Vendor	Name	Volume
1215	STATE OF FLORIDA DISBURSEMENT UNIT	6,875.00
1216	ADVANCE TESTING & SERVICE INC	1,512.00
1222	OLSON BROTHERS PRO VAC	16,778.17
1226	CONTECH ENGINEERED SOLUTIONS, INC	12,603.00
1248	KENMORE AIR	3,037.40
1257	BROADCAST MUSIC, INC.	358.00
1258	SESAC	470.85
1259	PERTEET INC.	268.95
1267	AUTOMATED CONTROLS	6,741.68
1269	KAMINS CONSTRUCTION INC.	548,207.17
1299	VERIZON WIRELESS	2,938.29
1304	HAMPSON, BRYAN	217.72
1309	BANNER BANK BAKER	9,115.46
1311	WASHINGTON STATE PATROL	6,130.48
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	5,700.00
1326	JOYCE ZIKER PARKINSON	450.00
1328	ANCHOR QEA, LLC	650.00
1331	KBA INC.	36,871.70
1333	WELWEST CONSTRUCTION INC.	624,763.29
1339	STATE OF WA DEPARTMENT OF LICENSING	30.00
1342	PETERSON, JANET	750.00
1345	SHERWIN WILLIAMS CO. #8099	394.31
1356	KARLINSEY, ROB	2,455.50
1357	KENMORE COMMERCIAL LLC	40,404.48
1358	ALPHAGRAPHS	1,674.08
1359	EVERGREEN FIRE AND SAFETY, INC.	96.80
1363	INNOVAC	4,182.65
1364	KINGS HEATING	529.20
1372	AAA PRINTING	2,053.94
1385	CITYWORKS/ AZTECA SYSTEMS INC.	22,000.00
1390	UTILITIES UNDERGROUND LOCATION CTR	2,185.26
1402	NORTHWEST MARINE TRADE ASSOCIATION	460.00
1403	OSBORN CONSULTING INC.	109,930.09
1412	SKAGIT GARDENS	2,920.28
1420	SAUVE, GAYLEN	400.00
1425	FASTSIGNS	910.80
1431	BRIEN, GAYLYNN	550.00
1437	VOLGISTICS, INC	540.00
1452	CITY OF KENT	500.00
1456	HESTON VISUAL ARTS	506.00
1457	LANGUAGE LINE SERVICES, INC.	15.37
1459	FLEMINGS HOLIDAY LIGHTING LLC	13,501.07
1478	HERBIG, NIGEL	1,168.68
1482	HIGHWIRE	762.12
1485	WA ASSOC OF PUBLIC RECORDS OFFICERS	375.00
1500	MARINE FLOATS CORPORATION	5,867.08
1504	SCORE	409,672.69
1544	METROPOLITAN TRANS. COMMISSION	1,500.00
1550	THE EVP GROUP	46,513.81
1555	LINCOLN NATIONAL LIFE INSURANCE	13,858.31
1563	SHANE KUMLER, SEAN P.	350.00
1577	MUMMA, RYAN	613.33
1580	NORTHWEST TROPHY	461.03
1581	STARDOM SERVICES, INC.	6,105.00
1584	STUDIO 3 SIGNS	330.30
1590	HERMANSON COMPANY, LLP	401.59
1591	ULINE	2,642.59
1596	NW ENVIRONMENTAL TRAINING CENTER	3,225.00

Vendor Purchasing Report

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Vendor Set: Vendor Set 01

Vendor	Name	Volume
1605	ALL CITY FENCE CO.	14,412.20
1606	GALLATIN PUBLIC AFFAIRS	42,000.00
1629	WESTERN DISPLAY FIREWORKS, LTD.	18,000.00
1645	MODERN ENTERPRISES, LLC	1,750.00
1647	MASTEC NETWORK SOLUTIONS	1,523.55
1657	STEWART TITLE COMPANY	958.13
1661	WHITEMAN, TELA	903.93
1673	KPFF CONSULTING ENGINEERS	530,655.52
1678	VICENTE, JOHN	2,485.00
1686	GRAHAM BABA ARCHITECTS	1,222.50
1689	MOTT MACDONALD GROUP, INC.	418,392.78
1690	SITTS & HILL ENGINEERS, INC.	5,730.00
1693	SKYWARD CONSTRUCTION	33,000.00
1698	WRIGHT, MARCI	1,000.00
1704	BANNER BANK RK	11,290.65
1711	SOFTWAREONE, INC.	11,052.93
1715	THE WIDE FORMAT COMPANY	649.00
1718	RESOURCE EXPLORATION, LLC	20,000.00
1731	NORTHWEST ARBORICULTURE LLC	15,686.16
1738	MUNIMANAGE, LLC	79,200.00
1754	RFI ENTERPRISES INC.	13,860.00
1759	CORT PARTY RENTAL	55.00
1762	BAKER, BRIDGIT	1,667.50
1774	OWEN EQUIPMENT COMPANY	1,305.30
1782	SWANK MOTION PICTURES, INC.	2,213.20
1785	ECOSS	4,808.94
1786	TYLER TECHNOLOGIES, INC.	17,853.40
1787	M M COMFORT SYSTEMS	36.75
1789	BLUEBEAM, INC.	493.90
1791	PROFFITT, QUINN	234.57
1793	QUINN, JANET	133.48
1798	OLBRECHTS & ASSOCIATES, PLLC	4,488.00
1806	RYCO EQUIPMENT, INC.	1,465.00
1811	CAMPBELL SCIENTIFIC	624.00
1814	YSI INCORPORATED, A XYLEM BRAND	2,885.98
1816	NAVIA	22,953.75
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	8,027.44
1829	SHI INTERNATIONAL CORP.	882.20
1832	EASTSIDE HOMES, INC.	1,670.10
1835	INC4INC, INC.	11,500.00
1846	AWCPD	100.00
1852	STANTON, ANN	17,250.00
1853	HALO BRANDED SOLUTIONS	395.54
1855	OFFICE DEPOT	65.02
1863	HAULAWAY STORAGE CONTAINERS, INC.	1,260.90
1867	TACK PHOTOGRAPHY	400.00
1879	HOLMBERG COMPANY	3,628.70
1884	CADMAN MATERIALS, INC.	262.35
1885	NATIONAL BARRICADE CO., LLC	6,946.87
1886	WSAPT	90.00
1889	WILLIAMS, KASTNER & GIBBS PLLC	29,663.58
1892	HEARTH MUSIC	3,850.00
1900	ASPECT CONSULTING LLC	1,749.54
1901	NORTH COAST ELECTRIC COMPANY	1,266.71
1913	GRAND EVENT RENTALS	3,039.02
1914	MCNAMARA SIGNS	440.40
1921	CITY OF MARYSVILLE PARKS, CULTURE & RECREATION	2,100.00
1927	GAMETIME	6,881.65

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Vendor Set: Vendor Set 01

Vendor	Name	Volume
1930	T MOBILE USA, INC.	8,239.76
1932	U.S. BANK N.A. / CUSTODY	378.00
1933	VALLEY, CHRIS & BETH	7,500.00
1936	SUPERION, LLC	19,823.55
1939	ARCHIVESOCIAL, INC.	2,388.00
1944	OHNO CONSTRUCTION	5,454.03
1945	GLASS MASTERS LLC	4,465.00
1946	FALL PROZ INC	896.50
1947	MCMILLAN, RANDY	750.00
1948	MULTICARE CENTERS OF OCCUPATIONAL MEDICINE	1,390.00
1955	HUIZENG ENTERPRISES, LLC	5,857.22
1960	WALTER E. NELSON CO.	1,233.87
1962	BANNER BANK SKROGH	2,725.74
1964	EARTHWORKS	56,670.60
1970	CROSSROAD SIGN	2,074.60
1978	GOVDELIVERY, LLC	46,922.23
1979	MSPT XXII, LLC	10,954.00
1980	HRA VEB TRUST	32,640.87
1981	U.S. BANK	600.00
1985	CONTRACT LAND STAFF LLC	23,270.60
1991	WASHINGTON STATE TREASURER	7,059.00
1993	HYAS GROUP, LLC	7,500.00
1994	LAKE CITY PARTNERS ENDING HOMELESSNESS	2,000.00
1995	REY TRANSLATIONS	220.00
1998	JOHNSTON GROUP, LLC	23,320.00
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50.00
2004	RED BARN ENGINEERING, INC.	68,482.50
2007	HYDROPOINT DATA SYSTEMS, INC.	1,027.30
2009	O'CONNOR CONSULTING GROUP, LLC	39,000.00
2010	JUDHA OF LION LANDSCAPING AND SERVICES LLC	55,391.12
2019	EMERALD CITY STATEWIDE	727.10
2021	GEOTERRA, INC.	9,220.00
2024	DFR LAW GROUP, LLC	1,800.00
2028	PRIDE ELECTRIC INC.	1,573.00
2048	SMS CLEANING, INC.	67,052.75
2054	BLUE FLAME HEATING, AIR & ELECTRIC	264.60
2063	French Touchup LLC	6,929.00
2064	Bud Clary Dodge/Chevrolet	66,956.52
2065	AMY LUCK	200.00
2073	HOOPSMILES	275.00
2078	WA RECREATION & PARK ASSOC.	85.00
2081	SHANNON & WILSON, INC.	57,900.95
2095	TRANSPOR GROUP USA INC.	85.00
2097	ROBINSON AND NOBLE, INC.	2,850.00
2113	WA ASSOC. OF SHERIFFS & POLICE CHIEFS	180.00
2114	NC Machinery	112,126.05
2126	SCHWARZWALTER, MARK	54.68
2128	SUNDANCE ENERGY SERVICES	766.27
2129	CHELIN, KELLY	203.19
2130	CGINI	4,925.00
2132	FUELCARE	660.00
2135	AMERICAN SOLUTIONS FOR BUSINESS	4,786.47
2138	HORVATH, PETER	300.00
2142	ICMA RETIREMENT C/O ALLFIRST BANK / 109964	394,019.89
2144	MODUS TECHNOLOGY, INC.	2,996.58
2147	SOD SPOT LLC	20,700.00
2148	Town and Country Fence Inc.	2,337.51
2157	SOUND SAFETY PRODUCTS CO.	2,025.74

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Vendor Set: Vendor Set 01

Vendor	Name	Volume
2159	TRAILER BOSS	8,181.90
2160	ALLWEST UNDERGROUND INC.	1,980.60
2161	BENNETT GOLD, TOBIN	1,425.89
2162	ESWO, LLC	15,000.00
2163	CORNERSTONE ARCHITECTUAL GROUP	13,160.00
2164	RANKIN, BRUCE	418.95
2166	BARKER MARTIN, P.S.	9,505.50
2167	APWA/WA CHAPTER	1,500.00
2168	FRED PRYOR SEMINARS	149.00
2169	ETC INSTITUTE	18,750.00
2171	BELRED ENERGY SOLUTIONS	329.28
2172	TCF ARCHITECTURE	2,500.00
2173	TRI COUNTY LAND SURVEYING	3,800.00
2174	TUCKER, NATHAN	300.00
2175	ELECTRONIC BUSINESS MACHINES	2,617.75
2176	CANON FINANCIAL SERVICES, INC.	2,658.40
2177	ELYSIUM DEVELOPMENT, LLC	7,500.00
2178	STRIPE A LOT	2,822.88
2179	NC CAT RENTAL	3,553.00
2180	BUNTTING INC.	131,302.62
2181	CONNER HOMES AT SOLIRE LLC	187,241.00
2182	CUZ CONCRETE PRODUCTS	909.13
2183	SISKUN POWER EQUIPMENT	8,895.27
2184	DIVERSIFICATION INC.	2,310.00
2185	CRIMINAL JUSTICE TRAINING COMMISSION	1,450.00
2187	CORAL SALES CO.	9,553.50
2188	DIJULIO DISPLAYS, INC	5,174.98
2189	OFFICE TEAM	31,954.56
2190	PACIFIC INDUSTRIAL SUPPLY	984.39
2192	STEWART TITLE	103,308.00
2193	FENCING COMPANY, LLC	1,265.00
2194	CONFLUENCE ENVIRONMENTAL COMPANY	10,470.00
2195	CITY SOURCED	3,600.00
2196	Engaged Public	6,500.00
2197	BEST PARKING LOT CLEANING INC.	14,896.42
2198	CITY OF BOTHELL	50,000.00
2199	HALALILO, PAULA	34.56
2200	CHASE WALKER	209.75
2201	WA CHAPTER AMERICAN SOCIETY OF LANDSCAPE ARC	75.00
2202	ROGER WIGGINS	7,500.00
2203	KENMORE CLEANERS	36.30
2204	KING COUNTY	200.00
2205	MUNICIPAL MANAGEMENT SERVICES	5,000.00
2206	CHECK RIDE	6,900.00
2207	APA Washington	100.00
2208	FLUENT LANGUAGE SOLUTIONS	395.59
2209	MORUP SIGNS, INC.	913.02
2210	PACWEST MACHINERY	300.00
2211	PRECISION FUEL SOLUTIONS	1,452.00
2212	WEDENIG, MARK	7,500.00
2213	HELEN C. FORBES FAMILY TRUST	1,623.30
2214	CAROLYN LAW	6,900.00
2215	INTERSECTION MEDIA, LLC	1,000.00
2216	SEVERSON, ROBERT	13,732.35
2217	TOURNESOL SITEWORKS, LLC	473.02
2218	NORTH CREEK ROOFING, INC.	646.35
2219	C.R. CONTRACTING	105,800.00
2220	SAFETY SOURCE LLC	2,765.00

Vendor Purchasing Report

For Date Range 01/01/2019 - 12/13/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2221	O'REILLY/FIRST CALL	207.21
2222	GRADE, INC.	246,235.71
2223	JAIN, VAIBHAV	250.00
2224	BROWN, STEPHANIE	385.85
2225	THE COLOR GROUP, INC.	563.31
2226	QUANTUM HOMES	47,510.50
2227	EARTHCORPS	22,253.00
2229	ALIA PRODUCTIONS	2,000.00
2230	COMPASS NORTHWEST, INC	30,800.00
2231	A WORKSAFE SERVICE, INC	110.00
2232	DANNY BARNES INC.	1,500.00
2233	GARY HALEAMAU	2,425.00
2234	BRETT BENTON	250.00
2235	CEDRIC BURNSIDE	2,350.00
2236	COMCAST	15,695.43
2237	CREATIVE HOUSE BRANDING	1,031.17
2238	EVENT EXPERIENCE	500.00
2239	THE STORYMAKERS	1,125.00
2240	TAMAR LLANA & VENTANAS	1,900.00
2241	VIBE INC.	3,517.94
2242	MARY'S PLACE	14,666.00
2244	NGSSA	132.00
2245	JULIET HOWARD	1,250.00
2246	LYDIA RAMSEY	250.00
2247	EMERALD PAVING, INC	8,294.00
2248	INTERNATIONAL PUBLIC MGT ASSOC FOR HUMAN RES	149.00
2249	KING COUNTY BAR ASSOCIATION	750.00
2250	NAMI EASTSIDE	500.00
2252	TRUGREEN	2,964.50
2253	CHANCERY CIVIC LLC	17,112.00
2254	U.S. BANK PURCHASE CARDS	27,621.57
2255	ANNA ARNOTT	114.25
2256	FLYNN BEC LP	4,467.10
2257	ALTATERRA CONSULTING LLC	3,200.00
2258	STRONG TOWNS	3,000.00
2259	MINUTEMAN PRESS	7,567.46
2260	WESTERN ENGINEERS & SURVEYORS	225.75
2261	NEDOROSCIK, TAMMORA	42.83
2262	DILIGENT CORPORATION	14,024.42
2263	INTOXIMETERS, INC.	992.75
2264	SWOFFORD EXCAVATING	50,906.06
2265	TURNING CIRCLES LLC	60.00
2266	WA STATE PARKS & RECREATION COMMISSION	64,098.85
2267	THE PAPE GROUP	3,313.71
2269	HERC RENTALS INC.	3,987.53
2270	LAKESIDE INDUSTRIES	985.15
2271	HENLEY USA	22,483.30
2272	BIELBERG, TERRI	76.43
2273	CROWN CASTLE	52.48
2275	HINES, KATHERINE	250.00
2276	IMAGE CRANE SERVICE	610.50
2277	KB FASTPITCH	250.00
2278	NOLAND, JIM	7,500.00
2279	PEARCE, COLLEEN	250.00
2281	SOUND SLEEP HEALTH	374.30
2282	STEVE BURNSTEAD CONSTRUCTION, LLC	7,500.00
2283	VSS INTERNATIONAL INC.	459,378.32
2284	ENVIROTECH	6,687.16

Vendor Purchasing Report

For Date Range 01/01/2019 - 12/13/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2285	QUALITY WATER FINANCIAL	395.70
2286	MCKINSTRY	1,342.00
2287	KING COUNTY PROSECUTING ATTORNEYS OFFICE	100.00
2288	NORTHWEST PAVEMENT MANAGEMENT ASSOCIATION	350.00
2290	BURROWS, MOLLY	125.00
2291	WANG, ZHANHUI	2,475.00
2292	CIBRIAN, SAMUEL	1,650.00
2293	BRADY, CAMILLE MARIANNE	925.00
2294	TRUONG, TRUC	1,025.00
2295	ALL THINGS HR, LLC	5,565.00
2296	ELWAY RESEARCH, INC	13,400.00
2297	THE GREAT SURPRISAL INC.	250.00
2299	OFFICE OF MINORITY & WOMEN'S BUSINESS ENTERPR	150.00
2300	MICROSOFT CORPORATION	1,315.78
2301	JASON YENTER	225.75
2303	SHEPHERD, AUSTIN	975.00
2304	ESTABROOK, MEGAN	2,800.00
2305	GONZALES, FRANK	173.71
2306	NORTHWEST AQUATIC ECO-SYSTEMS, INC.	27,300.00
2307	OCHOA-NUGENT, ELBA	1,300.00
2308	OSTROMS	78.00
2310	VANDAMME, DARLENE	450.00
2311	BEST BEST & KRIEGER LLP ATTORNEYS AT LAW	18,950.35
2312	GOOD, MICHAEL J.	300.00
2313	MANAGEMENT PARTNERS	4,020.00
2315	NATIONAL RECREATION & PARK ASSOC.	175.00
2316	TWIN PIER, LLC	7,500.00
2317	ABELLERA, ELLEN	250.00
2318	PIXELEYES GRAPHICS & DESIGN	510.00
2319	SITESCAPES	620.00
Vendor Set Vendor Set 01 Total:		16,617,525.42



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

12/14/2019-12/27/2019

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and the the claim is a just, due and unpaid obligation against the City of Kenmore and that I am authorized to authenticate and certify to said claim. The following checks and electronic payments are approved for payment:

Total Check #s 44020 through 44090: \$257,474.52

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Acct Electronic Deposits Dated: 12/20/2019: \$155,171.66

Electronic Funds Transfer - 12/23/2019: \$ 4,749.83

Donna D. Juynger *R. Karlinsey* *11/4/2020*
 City Manager / Date

Donna D. Juynger *12/27/19*
 Finance Director / Date

Vendor Name	Check #	Date	Description	Amount
DIJULIO DISPLAYS, INC	44020	12/17/2019	Holiday Street Banners	10,287.59
AFLAC	44021	12/20/2019	Employee Medical/Disability Plans	327.10
AMERICAN GENERAL LIFE GPO/400S	44022	12/20/2019	Life Insurance	279.92
AWC EMPLOYEE BENEFITS	44023	12/20/2019	Employee Health Insurance	62,933.25
AWC EMPLOYEE BENEFITS	44024	12/20/2019	Void	-
DEPARTMENT OF LABOR & INDUSTRIES	44025	12/20/2019	City of Kenmore	3,846.18
DEPARTMENT OF LABOR & INDUSTRIES	44026	12/20/2019	Void	-
EMPLOYMENT SECURITY DEPT	44027	12/20/2019	Paid Family & Medical Leave	1,048.05
ICMA RETIREMENT C/O ALLFIRST BANK	44028	12/20/2019	City of Kenmore 401a	13,541.78
ICMA RETIREMENT TRUST 457 / 304745	44029	12/20/2019	ICMA 457 Deferred Comp	6,418.66
LINCOLN NATIONAL LIFE INSURANCE	44030	12/20/2019	Life Ins/ADD & LTD	1,313.89
NATIONAL LIFE OF VERMONT	44031	12/20/2019	Life Insurance	123.17
STATE OF FLORIDA DISBURSEMENT UNIT	44032	12/20/2019	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	44033	12/20/2019	Employee Charitable Contribution	68.50
ABDOLHOSSEINI, PEIMANEH	44034	12/27/2019	Construction Easement Parcel #563450085	2,050.00
ALEXANDER PARTY RENTALS	44035	12/27/2019	Tree Lighting Festival Rentals	726.42
AURORA RENTS	44036	12/27/2019	Rental Equipment for Catch Basin Replacement	344.82
BANNER BANK BAKER	44037	12/27/2019	Marriott SanAntonio/Uber/NW Trophy/Toms Wheelchair	1,913.68
BANNER BANK DB	44038	12/27/2019	Safeway Transit Pass	25.00
BANNER BANK JGORDON	44039	12/27/2019	Peoples Storage	450.00
BANNER BANK NO	44040	12/27/2019	AmyLynnLuck/Chambermaster/The Guesthouse/VCITA	625.61

X. B. Total Check #s 44020 through #44090 in the amount of \$257,474.52. ...

BANNER BANK	RK	44041	12/27/2019	Marriott San Antonio/La Conner Lodge/Red Wood Tree	2,466.41
BANNER BANK	SKROGH	44042	12/27/2019	WIX.Com	4.99
BUILDERS EXCHANGE OF WASHINGTON		44043	12/27/2019	W. Sammamish Bridge Proj. Ad	34.35
CALPORTLAND COMPANY		44044	12/27/2019	Gravel for Surface Water Work	110.34
CANON FINANCIAL SERVICES, INC.		44045	12/27/2019	2nd Floor Photocopier Lease	265.84
COLUMBIA RIDGE LANDFILL		44046	12/27/2019	Nov. Street Sweeper Disposal	960.57
COMCAST BUSINESS		44047	12/27/2019	12/14/19-1/13/20 City Hall Cable/Internet	152.20
COMCAST BUSINESS		44048	12/27/2019	12/10/19-01/09/20 Squire's Landing Internet	69.95
CONTRACT LAND STAFF LLC		44049	12/27/2019	17-C1795 09/15-10/26 Squire's Land Conversion	1,086.91
ELECTRONIC BUSINESS MACHINES		44050	12/27/2019	2nd Floor Photocopier Usage	211.49
EPHPHANY LUTHERAN CHURCH		44051	12/27/2019	Statutory Warranty Deed & Const. Easement	50,000.00
EVER MARK, LLC		44052	12/27/2019	Kennect Mousepad & Pens	369.19
FERGUSON ENTERPRISES INC #3011		44053	12/27/2019	Catch Basin Materials/WO #7061	481.77
GRAINGER		44054	12/27/2019	Tools	36.19
HENNICK, ELIZABETH		44055	12/27/2019	Temporary Construction Easement	3,636.00
HENNICK, ELIZABETH		44056	12/27/2019	Statutory Evaluation Allowance	750.00
INGLEWOOD GOLF CLUB		44057	12/27/2019	Easement - Parcel #112604-9093-02	2,061.00
INTERNATIONAL CODE COUNCIL, INC		44058	12/27/2019	Code Enforcement Training	800.00
KENMORE COMMERCIAL LLC		44059	12/27/2019	January Incubator Bldg. Lease Payment	3,367.04
KING COUNTY FINANCE		44060	12/27/2019	Nov. Road Svcs/Signs/Signal Maint.	5,857.00
KING COUNTY SHERIFF		44061	12/27/2019	November School District & Town Green Overtime	12,221.99
LAKESIDE INDUSTRIES		44062	12/27/2019	Cold Patch Asphalt	914.10
LANDSCAPE FORMS, INC.		44063	12/27/2019	Parks' Trash Can Liner Replacements	566.51
NORDYKE, ANDREW		44064	12/27/2019	Refund Duplicate Permit of PLU2014-0562	153.30
NORTHSHORE FIRE DEPT		44065	12/27/2019	October & November Fire Marshal Plan Review	660.00
NORTHSHORE SCHOOL DISTRICT NO. 417		44066	12/27/2019	Statutory Warranty Deed & Construction Easement	7,725.00
NORTHSHORE UTILITY DIST		44067	12/27/2019	November Fleet Maintenance & Fuel	3,461.17
NORTHSHORE YMCA		44068	12/27/2019	Q4 2019 Human Services Contribution	2,500.00
PACE ENGINEERS, INC.		44069	12/27/2019	November Engineering Consulting Svcs	12,223.00
PACIFIC AIR CONTROL, INC.		44070	12/27/2019	Qtr 1 2020 HVAC Maint. (2nd bill of 4 every 12 mo)	1,808.68
PACIFIC AIR CONTROL, INC.		44071	12/27/2019	Oct. - Dec. 2019 HVAC Maint.	1,808.68
PAMPLIN MEDIA GROUP		44072	12/27/2019	WA Festivals & Events Advertising	75.00
PAMPLIN MEDIA GROUP		44073	12/27/2019	WA Festivals & Events Advertising	75.00
PAWS		44074	12/27/2019	November Animal Sheltering Svcs	576.00
PUGET SOUND ENERGY		44075	12/27/2019	11/13-12/13 Street Lights/Gas/Electricity	11,209.99
QUALITY BUSINESS SYSTEMS / WELLS		44076	12/27/2019	1st Floor Photocopier Lease	675.53
RED BARN ENGINEERING, INC.		44077	12/27/2019	19-C1976 11/15-12/06/19 Engineering Svcs	4,878.00
RFI ENTERPRISES INC.		44078	12/27/2019	City Hall Security Camera Maintenance	365.20

X. B. Total Check #s 44020 through #44090 in the amount of \$257,474.52. ...

SEATTLE TIMES	44079	12/27/2019	Legal Notice	626.98
SESAC	44080	12/27/2019	2020 Music Performance License	460.00
SHERWIN WILLIAMS CO. #8099	44081	12/27/2019	City Hall Paint Repair & Supplies	50.00
SOUND PUBLISHING, INC.	44082	12/27/2019	Kenmore Reporter Newspaper Advertisements	708.66
STAPLES ADVANTAGE	44083	12/27/2019	Parks Maintenance Supplies	968.99
TOTAL LANDSCAPE CORP	44084	12/27/2019	Nov. 2019 Parks Landscape Maintenance	3,382.50
U.S. BANK PURCHASE CARDS	44085	12/27/2019	Dec. 2019 Purchase Card Purchases	5,415.43
U.S. BANK PURCHASE CARDS	44086	12/27/2019	Void	-
U.S. BANK PURCHASE CARDS	44087	12/27/2019	Void	-
VERMONT APARTMENTS LLC	44088	12/27/2019	Temporary Construction Easement	2,225.00
WA ASSOC OF BUILDING OFFICIALS	44089	12/27/2019	Annual Membership Dues	95.00
WASHINGTON STATE PATROL	44090	12/27/2019	W. Samm Bridge Weight Enforcement	2,324.95
DRS 457	DFT0000558	12/20/2019	DRS 457 Deferred Comp	1,659.75
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000559-64	12/20/2019	Public Employees Retirement	30,446.18
NAVIA	DFT0000565	12/20/2019	Employee Flexible Spending Account	368.15
BANK OF AMERICA 941	DFT0000566	12/20/2019	Federal Taxes	17,590.16
PAYROLL	Electronic Dep.	12/20/2019	Direct Deposit	105,107.42
HOME STREET BANK-PRESTIGE ESCROW	Escrow File 8706	12/23/2019	Wire Transfer for Property Purchase	4,749.83
Total				<u>\$ 417,396.01</u>



City of Kenmore

Vendor Purchasing Report

For Date Range 01/01/2019 - 12/27/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0002	ACTION ENTERTAINMENT	550.00
0014	AMERICAN PLANNING ASSOCIATION	1,818.00
0022	ASSOCIATION OF WA CITIES	44,800.00
0024	BAKER, DAVID	3,238.26
0037	BASTYR UNIVERSITY	62,325.00
0050	BRUCE C ALLEN & ASSOC INC	15,550.00
0054	BULGER SAFE & LOCK, INC.	7,331.44
0064	CASCADE PEST CONTROL	1,573.00
0067	CENTER FOR HUMAN SERVICES	5,250.00
0076	CITY OF BELLEVUE	144,534.88
0081	CITY OF KENMORE	600.00
0083	CITY OF LAKE FOREST PARK	120,373.83
0092	CODE PUBLISHING COMPANY	7,371.57
0099	CONSOLIDATED PRESS	11,154.13
0103	COSTCO WHOLESALE MEMBERSHIP	60.00
0106	CROWN PRODUCTS LLC	1,970.20
0109	DAILY JOURNAL OF COMMERCE	3,000.60
0111	DEPARTMENT OF ECOLOGY	11,948.00
0121	REPUBLIC SERVICES	18,752.79
0130	EMPLOYMENT SECURITY DEPT	14,937.71
0134	EVERGREEN PRINT SOLUTIONS	450.25
0137	FERGUSON ENTERPRISES INC #3011	19,260.79
0145	FRUHLING SAND & TOPSOIL	10,233.58
0147	FUN RENTALS	902.25
0151	CALPORTLAND COMPANY	3,220.43
0152	GOVERNMENT FINANCE OFFICERS ASSOC	190.00
0173	HOME DEPOT CREDIT SERVICES	13,441.57
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	244,118.96
0189	INTERNATIONAL CITY/CNTY MGMT ASSOC	2,700.46
0197	JET CITY PRINTING	3,582.43
0201	KCDA PURCHASING COOP	2,377.06
0204	KENMORE COMMUNITY CLUB	470.00
0205	KENMORE HERITAGE SOCIETY	975.00
0206	KENMORE MIDDLE SCHOOL	10,750.00
0212	KING COUNTY FINANCE W.L.R.D.	26,316.40
0213	KING COUNTY ANIMAL SVCS	4,278.00
0216	KING COUNTY REAL ESTATE SVCS	2,500.00
0217	KING COUNTY DISTRICT COURT	62,196.00
0218	KING COUNTY FINANCE	6,244.28
0219	KING COUNTY FINANCE	291,537.56
0224	SOUND PUBLISHING, INC.	5,653.31
0229	KING COUNTY OFFICE OF FINANCE	6,096.61
0230	KING COUNTY RADIO COMM SERVICES	1,201.20
0233	KING COUNTY SHERIFF	3,574,214.03
0235	KING COUNTY TREASURY	31,017.97
0251	LIGHTHOUSE CONSULTING INC	83,182.40
0260	MEEHAN, NANCY	676.92
0261	PENDLETON CONSULTING LLC	5,682.22
0265	MORGAN SOUND INC	4,082.38
0267	MR. T'S TROPHIES	255.43
0268	MRSC ROSTERS	425.00
0280	NEOPOST USA INC.	197.99

Vendor Purchasing Report

For Date Range 01/01/2019 - 12/27/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0285	NORTHSHORE FIRE DEPT	3,220.00
0286	NORTHSHORE SCHOOL DISTRICT	116,303.00
0287	NORTHSHORE SENIOR CENTER	30,950.00
0288	NORTHSHORE UTILITY DIST	203,639.01
0289	NORTHSHORE YMCA	6,625.00
0290	NORTHSHORE YOUTH & FAMILY SERVICES	16,000.00
0292	HONEY BUCKET	7,192.29
0299	PERSONAL BEST	118.27
0300	OFFICE DEPOT	10,877.99
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	37,981.00
0310	PACIFIC TOPSOILS	10,812.09
0314	PETTY CASH CUSTODIAN	765.66
0327	PUGET SOUND CLEAN AIR AGENCY	18,505.00
0328	PUGET SOUND ENERGY	174,030.19
0329	PUGET SOUND FINANCE OFFICERS ASSOC	125.00
0331	PUGET SOUND REGIONAL COUNCIL	9,002.00
0345	SEATTLE TIMES	14,815.55
0350	SIGN UP, SIGN CO, INC	1,342.00
0355	STAPLES ADVANTAGE	16,437.40
0356	STATE AUDITOR'S OFFICE	30,879.84
0357	STEWART MACNICHOLS HARMELL, INC.	60,000.00
0359	SOUND CITIES ASSOC	15,017.45
0365	TOTAL LANDSCAPE CORP	101,507.45
0370	UNITED RENTALS NW, INC	1,115.05
0371	UNITED STATES POSTMASTER	5,424.84
0375	US POSTAL SERVICE (HASLER)	3,779.16
0385	WA ASSOC OF BUILDING OFFICIALS	220.00
0386	WA ASSOC OF CODE ENFORCEMENT	40.00
0387	WA CITIES INSURANCE AUTHORITY	290,060.00
0389	WASHINGTON CITY/COUNTY MGMT ASSOC	315.00
0401	WA STATE DEPT OF TRANSPORTATION	15,595.13
0405	WASHINGTON STATE OFFICE CASH MGMT	2,162.00
0412	COLUMBIA RIDGE LANDFILL	26,223.15
0416	WETLANDS & WOODLANDS INC	5,073.20
0419	WONDERLAND DEVELOPMENT	750.00
0424	ICMA RETIREMENT TRUST 457 / 304745	136,582.31
0425	DRS 457	23,647.29
0426	AFLAC	3,925.20
0428	BANK OF AMERICA 941	461,592.67
0429	AWC EMPLOYEE BENEFITS	698,210.12
0431	DEPARTMENT OF RETIREMENT SYSTEMS	747,843.11
0432	DEPARTMENT OF LABOR AND INDUSTRIES	53,356.94
0434	UNITED WAY OF KING COUNTY	1,871.00
0436	NATIONAL LIFE OF VERMONT	1,478.04
0441	DANSOUND INC	8,400.00
0448	UPS STORE KENMORE	312.93
0450	AURORA RENTS	10,910.94
0473	ARTS OF KENMORE	3,032.54
0480	WASHINGTON TREE SERVICE INC	1,606.00
0484	CITY WIDE FENCE COMPANY, INC	28,765.00
0497	DAY WIRELESS SYSTEMS	1,176.72
0501	MACLEOD RECKORD	5,783.82
0510	AA ASPHALTING, INC	8,343.52
0515	NATIONAL LEAGUE OF CITIES	1,533.67
0542	AMERICAN SOCIETY OF COMPOSERS	362.64
0550	KING COUNTY RECORDER'S OFFICE	234.00
0564	AMERICAN PUBLIC WORKS ASSOCIATION	9,180.00
0575	FUNRENT	250.00

Vendor Purchasing Report

For Date Range 01/01/2019 - 12/27/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0586	MAIL FINANCE	2,128.50
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	5,720.00
0594	RANDALL, BRIAN	1,611.37
0610	WA STATE DEPT OF TRANSPORTATION	5,591.58
0617	KING COUNTY FINANCE	1,950.00
0639	KONICA MINOLTA BUSINESS SOLUTIONS	659.38
0641	TELESYSTEMS WEST	761.75
0685	PACE ENGINEERS, INC.	268,502.36
0689	DIGITAL REPROGRAPHICS SERVICES INC.	1,109.04
0690	BUILDERS EXCHANGE OF WASHINGTON INC	1,280.50
0692	HDR ENGINEERING, INC	611,758.49
0696	AMERICAN GENERAL LIFE GPO/400S	3,884.40
0699	BANNER BANK DB	7,029.82
0743	BANNER BANK NO	11,042.74
0764	OUSLEY, NANCY	1,589.24
0781	QUALITY BUSINESS SYSTEMS INC.	9,893.12
0788	CURTIS, DR. MILTON	193.68
0791	NORTHSHORE ROTARY CLUB	786.00
0800	BANNER BANK JG	16,592.96
0817	GRAINGER	13,829.06
0831	NORTHSHORE PARK & REC SERVICE AREA	2,567.00
0834	BANNER BANK KENMORE	26,081.78
0837	INGLEWOOD GOLF COURSE	5,755.20
0851	EVER MARK, LLC	3,733.48
0852	GREGORY, JOANNE	385.18
0858	A+ CONFERENCING	397.67
0864	COLUMBIA FORD	274,070.97
0868	JAYMARC AV	646.25
0869	BANNER BANK JGORDON	25,689.64
0892	JACOBS ENGINEERING GROUP	174,243.43
0898	ZONAR SYSTEMS	527.73
0899	SHRED IT USA LLC	1,002.01
0912	ALCALDE & FAY	55,532.83
0913	KENMORE ELEMENTARY PTA	3,750.00
0937	ZUMAR	13,923.65
0964	J&K ASSOCIATES	28,263.40
0981	COMCAST BUSINESS	19,406.76
0983	PASSPORT TRAVEL AND TOURS	208.60
0994	GORDON THOMAS HONEYWELL	44,058.22
1000	JRW ENTERPRISES	2,150.59
1003	IWORQ SYSTEMS	2,800.00
1010	TOWN CENTER HARDWARE	3,439.53
1032	SAWYER, RICHARD	217.80
1045	HORIZON DISTRIBUTORS INC	1,568.76
1047	SARAH ROBERTS	138,353.84
1052	FIRE PROTECTION, INC	10,313.31
1053	INTERNATIONAL CODE COUNCIL, INC	800.00
1068	WA STATE DEPT OF LABOR & INDUSTRIES	147.20
1114	PHSI PURE HEALTH SOLUTIONS INC.	1,111.99
1116	FRONTIER	13,101.36
1123	AM TEST, INC	2,700.00
1140	PAWS	3,828.00
1148	AGORA REFRESHMENTS	1,398.72
1161	INDEPENDENT STATIONERS	261.24
1168	SCHINDLER ELEVATOR CORPORATION	4,238.39
1177	WELLS FARGO FINANCIAL	1,859.19
1192	HOPKINS, CRAIG	307.98
1197	MILLER STEPHENS, MARY	13,750.00

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For Date Range 01/01/2019 - 12/27/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1212	MCALLISTER, TERESA	19.62
1215	STATE OF FLORIDA DISBURSEMENT UNIT	7,150.00
1216	ADVANCE TESTING & SERVICE INC	1,512.00
1222	OLSON BROTHERS PRO VAC	16,778.17
1226	CONTECH ENGINEERED SOLUTIONS, INC	12,603.00
1248	KENMORE AIR	3,037.40
1257	BROADCAST MUSIC, INC.	358.00
1258	SESAC	930.85
1259	PERTEET INC.	268.95
1267	AUTOMATED CONTROLS	6,741.68
1269	KAMINS CONSTRUCTION INC.	548,207.17
1299	VERIZON WIRELESS	2,938.29
1304	HAMPSON, BRYAN	217.72
1309	BANNER BANK BAKER	11,029.14
1311	WASHINGTON STATE PATROL	8,455.43
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	5,700.00
1326	JOYCE ZIKER PARKINSON	450.00
1328	ANCHOR QEA, LLC	650.00
1331	KBA INC.	36,871.70
1333	WELWEST CONSTRUCTION INC.	624,763.29
1339	STATE OF WA DEPARTMENT OF LICENSING	30.00
1342	PETERSON, JANET	750.00
1345	SHERWIN WILLIAMS CO. #8099	444.31
1356	KARLINSEY, ROB	2,455.50
1357	KENMORE COMMERCIAL LLC	40,404.48
1358	ALPHAGRAPHS	1,674.08
1359	EVERGREEN FIRE AND SAFETY, INC.	96.80
1363	INNOVAC	4,182.65
1364	KINGS HEATING	529.20
1372	AAA PRINTING	2,053.94
1385	CITYWORKS/ AZTECA SYSTEMS INC.	22,000.00
1390	UTILITIES UNDERGROUND LOCATION CTR	2,185.26
1402	NORTHWEST MARINE TRADE ASSOCIATION	460.00
1403	OSBORN CONSULTING INC.	109,930.09
1412	SKAGIT GARDENS	2,920.28
1420	SAUVE, GAYLEN	400.00
1425	FASTSIGNS	910.80
1431	BRIEN, GAYLYNN	550.00
1437	VOLGISTICS, INC	540.00
1452	CITY OF KENT	500.00
1456	HESTON VISUAL ARTS	506.00
1457	LANGUAGE LINE SERVICES, INC.	15.37
1459	FLEMINGS HOLIDAY LIGHTING LLC	13,501.07
1478	HERBIG, NIGEL	1,168.68
1482	HIGHWIRE	762.12
1485	WA ASSOC OF PUBLIC RECORDS OFFICERS	375.00
1500	MARINE FLOATS CORPORATION	5,867.08
1504	SCORE	409,672.69
1544	METROPOLITAN TRANS. COMMISSION	1,500.00
1550	THE EVP GROUP	46,513.81
1555	LINCOLN NATIONAL LIFE INSURANCE	15,172.20
1563	SHANE KUMLER, SEAN P.	350.00
1577	MUMMA, RYAN	613.33
1580	NORTHWEST TROPHY	461.03
1581	STARDOM SERVICES, INC.	6,105.00
1584	STUDIO 3 SIGNS	330.30
1590	HERMANSON COMPANY, LLP	401.59
1591	ULINE	2,642.59

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For Date Range 01/01/2019 - 12/27/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1596	NW ENVIRONMENTAL TRAINING CENTER	3,225.00
1605	ALL CITY FENCE CO.	14,412.20
1606	GALLATIN PUBLIC AFFAIRS	42,000.00
1629	WESTERN DISPLAY FIREWORKS, LTD.	18,000.00
1645	MODERN ENTERPRISES, LLC	1,750.00
1647	MASTEC NETWORK SOLUTIONS	1,523.55
1657	STEWART TITLE COMPANY	958.13
1661	WHITEMAN, TELA	903.93
1666	LANDSCAPE FORMS, INC.	566.51
1673	KPFF CONSULTING ENGINEERS	530,655.52
1678	VICENTE, JOHN	2,485.00
1686	GRAHAM BABA ARCHITECTS	1,222.50
1689	MOTT MACDONALD GROUP, INC.	418,392.78
1690	SITTS & HILL ENGINEERS, INC.	5,730.00
1693	SKYWARD CONSTRUCTION	33,000.00
1698	WRIGHT, MARCI	1,000.00
1700	PAMPLIN MEDIA GROUP	150.00
1704	BANNER BANK RK	13,757.06
1711	SOFTWAREONE, INC.	11,052.93
1715	THE WIDE FORMAT COMPANY	649.00
1718	RESOURCE EXPLORATION, LLC	20,000.00
1731	NORTHWEST ARBORICULTURE LLC	15,686.16
1738	MUNIMANAGE, LLC	79,200.00
1754	RFI ENTERPRISES INC.	14,225.20
1759	CORT PARTY RENTAL	55.00
1762	BAKER, BRIDGIT	1,667.50
1774	OWEN EQUIPMENT COMPANY	1,305.30
1782	SWANK MOTION PICTURES, INC.	2,213.20
1785	ECOSS	4,808.94
1786	TYLER TECHNOLOGIES, INC.	17,853.40
1787	M M COMFORT SYSTEMS	36.75
1789	BLUEBEAM, INC.	493.90
1791	PROFFITT, QUINN	234.57
1793	QUINN, JANET	133.48
1798	OLBRECHTS & ASSOCIATES, PLLC	4,488.00
1806	RYCO EQUIPMENT, INC.	1,465.00
1811	CAMPBELL SCIENTIFIC	624.00
1814	YSI INCORPORATED, A XYLEM BRAND	2,885.98
1816	NAVIA	23,321.90
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	8,702.97
1829	SHI INTERNATIONAL CORP.	882.20
1832	EASTSIDE HOMES, INC.	1,670.10
1835	INC4INC, INC.	11,500.00
1846	AWCPD	100.00
1852	STANTON, ANN	17,250.00
1853	HALO BRANDED SOLUTIONS	395.54
1855	OFFICE DEPOT	65.02
1863	HAULAWAY STORAGE CONTAINERS, INC.	1,260.90
1867	TACK PHOTOGRAPHY	400.00
1879	HOLMBERG COMPANY	3,628.70
1884	CADMAN MATERIALS, INC.	262.35
1885	NATIONAL BARRICADE CO., LLC	6,946.87
1886	WSAPT	90.00
1889	WILLIAMS, KASTNER & GIBBS PLLC	29,663.58
1892	HEARTH MUSIC	3,850.00
1900	ASPECT CONSULTING LLC	1,749.54
1901	NORTH COAST ELECTRIC COMPANY	1,266.71
1913	GRAND EVENT RENTALS	3,039.02

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Vendor Set: Vendor Set 01

Vendor	Name	Volume
1914	MCNAMARA SIGNS	440.40
1921	CITY OF MARYSVILLE PARKS, CULTURE & RECREATION	2,100.00
1927	GAMETIME	6,881.65
1930	T MOBILE USA, INC.	8,239.76
1932	U.S. BANK N.A. / CUSTODY	378.00
1933	VALLEY, CHRIS & BETH	7,500.00
1936	SUPERION, LLC	19,823.55
1939	ARCHIVESOCIAL, INC.	2,388.00
1944	OHNO CONSTRUCTION	5,454.03
1945	GLASS MASTERS LLC	4,465.00
1946	FALL PROZ INC	896.50
1947	MCMILLAN, RANDY	750.00
1948	MULTICARE CENTERS OF OCCUPATIONAL MEDICINE	1,390.00
1955	HUIZENGA ENTERPRISES, LLC	5,857.22
1960	WALTER E. NELSON CO.	1,233.87
1962	BANNER BANK SKROGH	2,730.73
1964	EARTHWORKS	56,670.60
1968	ALEXANDER PARTY RENTALS	726.42
1970	CROSSROAD SIGN	2,074.60
1978	GOVDELIVERY, LLC	46,922.23
1979	MSPT XXII, LLC	10,954.00
1980	HRA VEBa TRUST	32,640.87
1981	U.S. BANK	600.00
1985	CONTRACT LAND STAFF LLC	24,357.51
1991	WASHINGTON STATE TREASURER	7,059.00
1993	HYAS GROUP, LLC	7,500.00
1994	LAKE CITY PARTNERS ENDING HOMELESSNESS	2,000.00
1995	REY TRANSLATIONS	220.00
1998	JOHNSTON GROUP, LLC	23,320.00
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50.00
2004	RED BARN ENGINEERING, INC.	73,360.50
2007	HYDROPOINT DATA SYSTEMS, INC.	1,027.30
2009	O'CONNOR CONSULTING GROUP, LLC	39,000.00
2010	JUDHA OF LION LANDSCAPING AND SERVICES LLC	55,391.12
2019	EMERALD CITY STATEWIDE	727.10
2021	GEOTERRA, INC.	9,220.00
2024	DFR LAW GROUP, LLC	1,800.00
2028	PRIDE ELECTRIC INC.	1,573.00
2048	SMS CLEANING, INC.	67,052.75
2054	BLUE FLAME HEATING, AIR & ELECTRIC	264.60
2063	French Touchup LLC	6,929.00
2064	Bud Clary Dodge/Chevrolet	66,956.52
2065	AMY LUCK	200.00
2073	HOOPSMILES	275.00
2078	WA RECREATION & PARK ASSOC.	85.00
2081	SHANNON & WILSON, INC.	57,900.95
2095	TRANSPO GROUP USA INC.	85.00
2097	ROBINSON AND NOBLE, INC.	2,850.00
2099	INGLEWOOD GOLF CLUB	2,061.00
2113	WA ASSOC. OF SHERIFFS & POLICE CHIEFS	180.00
2114	NC Machinery	112,126.05
2126	SCHWARZWALTER, MARK	54.68
2128	SUNDANCE ENERGY SERVICES	766.27
2129	CHELIN, KELLY	203.19
2130	CGINI	4,925.00
2132	FUELCARE	660.00
2135	AMERICAN SOLUTIONS FOR BUSINESS	4,786.47
2138	HORVATH, PETER	300.00

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Vendor	Name	Volume
2142	ICMA RETIREMENT C/O ALLFIRST BANK / 109964	407,561.67
2144	MODUS TECHNOLOGY, INC.	2,996.58
2147	SOD SPOT LLC	20,700.00
2148	Town and Country Fence Inc.	2,337.51
2157	SOUND SAFETY PRODUCTS CO.	2,025.74
2159	TRAILER BOSS	8,181.90
2160	ALLWEST UNDERGROUND INC.	1,980.60
2161	BENNETT GOLD, TOBIN	1,425.89
2162	ESWO, LLC	15,000.00
2163	CORNERSTONE ARCHITECTUAL GROUP	13,160.00
2164	RANKIN, BRUCE	418.95
2166	BARKER MARTIN, P.S.	9,505.50
2167	APWA/WA CHAPTER	1,500.00
2168	FRED PRYOR SEMINARS	149.00
2169	ETC INSTITUTE	18,750.00
2171	BELRED ENERGY SOLUTIONS	329.28
2172	TCF ARCHITECTURE	2,500.00
2173	TRI COUNTY LAND SURVEYING	3,800.00
2174	TUCKER, NATHAN	300.00
2175	ELECTRONIC BUSINESS MACHINES	2,829.24
2176	CANON FINANCIAL SERVICES, INC.	2,924.24
2177	ELYSIUM DEVELOPMENT, LLC	7,500.00
2178	STRIPE A LOT	2,822.88
2179	NC CAT RENTAL	3,553.00
2180	BUNTTING INC.	131,302.62
2181	CONNER HOMES AT SOLIRE LLC	187,241.00
2182	CUZ CONCRETE PRODUCTS	909.13
2183	SISKUN POWER EQUIPMENT	8,895.27
2184	DIVERSIFICATION INC.	2,310.00
2185	CRIMINAL JUSTICE TRAINING COMMISSION	1,450.00
2187	CORAL SALES CO.	9,553.50
2188	DIJULIO DISPLAYS, INC	13,973.33
2189	OFFICE TEAM	31,954.56
2190	PACIFIC INDUSTRIAL SUPPLY	984.39
2192	STEWART TITLE	103,308.00
2193	FENCING COMPANY, LLC	1,265.00
2194	CONFLUENCE ENVIRONMENTAL COMPANY	10,470.00
2195	CITY SOURCED	3,600.00
2196	Engaged Public	6,500.00
2197	BEST PARKING LOT CLEANING INC.	14,896.42
2198	CITY OF BOTHELL	50,000.00
2199	HALALILO, PAULA	34.56
2200	CHASE WALKER	209.75
2201	WA CHAPTER AMERICAN SOCIETY OF LANDSCAPE ARC	75.00
2202	ROGER WIGGINS	7,500.00
2203	KENMORE CLEANERS	36.30
2204	KING COUNTY	200.00
2205	MUNICIPAL MANAGEMENT SERVICES	5,000.00
2206	CHECK RIDE	6,900.00
2207	APA Washington	100.00
2208	FLUENT LANGUAGE SOLUTIONS	395.59
2209	MORUP SIGNS, INC.	913.02
2210	PACWEST MACHINERY	300.00
2211	PRECISION FUEL SOLUTIONS	1,452.00
2212	WEDENIG, MARK	7,500.00
2213	HELEN C. FORBES FAMILY TRUST	1,623.30
2214	CAROLYN LAW	6,900.00
2215	INTERSECTION MEDIA, LLC	1,000.00

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Vendor Set: Vendor Set 01

Vendor	Name	Volume
2216	SEVERSON, ROBERT	13,732.35
2217	TOURNESOL SITEWORKS, LLC	473.02
2218	NORTH CREEK ROOFING, INC.	646.35
2219	C.R. CONTRACTING	105,800.00
2220	SAFETY SOURCE LLC	2,765.00
2221	O'REILLY/FIRST CALL	207.21
2222	GRADE, INC.	246,235.71
2223	JAIN, VAIBHAV	250.00
2224	BROWN, STEPHANIE	385.85
2225	THE COLOR GROUP, INC.	563.31
2226	QUANTUM HOMES	47,510.50
2227	EARTHCORPS	22,253.00
2229	ALIA PRODUCTIONS	2,000.00
2230	COMPASS NORTHWEST, INC	30,800.00
2231	A WORKSAFE SERVICE, INC	110.00
2232	DANNY BARNES INC.	1,500.00
2233	GARY HALEAMAU	2,425.00
2234	BRETT BENTON	250.00
2235	CEDRIC BURNSIDE	2,350.00
2236	COMCAST	15,695.43
2237	CREATIVE HOUSE BRANDING	1,031.17
2238	EVENT EXPERIENCE	500.00
2239	THE STORYMAKERS	1,125.00
2240	TAMAR LLANA & VENTANAS	1,900.00
2241	VIBE INC.	3,517.94
2242	MARY'S PLACE	14,666.00
2244	NGSSA	132.00
2245	JULIET HOWARD	1,250.00
2246	LYDIA RAMSEY	250.00
2247	EMERALD PAVING, INC	8,294.00
2248	INTERNATIONAL PUBLIC MGT ASSOC FOR HUMAN RES	149.00
2249	KING COUNTY BAR ASSOCIATION	750.00
2250	NAMI EASTSIDE	500.00
2252	TRUGREEN	2,964.50
2253	CHANCERY CIVIC LLC	17,112.00
2254	U.S. BANK PURCHASE CARDS	33,037.00
2255	ANNA ARNOTT	114.25
2256	FLYNN BEC LP	4,467.10
2257	ALTATERRA CONSULTING LLC	3,200.00
2258	STRONG TOWNS	3,000.00
2259	MINUTEMAN PRESS	7,567.46
2260	WESTERN ENGINEERS & SURVEYORS	225.75
2261	NEDOROSCIK, TAMMORA	42.83
2262	DILIGENT CORPORATION	14,024.42
2263	INTOXIMETERS, INC.	992.75
2264	SWOFFORD EXCAVATING	50,906.06
2265	TURNING CIRCLES LLC	60.00
2266	WA STATE PARKS & RECREATION COMMISSION	64,098.85
2267	THE PAPE GROUP	3,313.71
2269	HERC RENTALS INC.	3,987.53
2270	LAKE SIDE INDUSTRIES	1,899.25
2271	HENLEY USA	22,483.30
2272	BIELBERG, TERRI	76.43
2273	CROWN CASTLE	52.48
2275	HINES, KATHERINE	250.00
2276	IMAGE CRANE SERVICE	610.50
2277	KB FASTPITCH	250.00
2278	NOLAND, JIM	7,500.00

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For Date Range 01/01/2019 - 12/27/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2279	PEARCE, COLLEEN	250.00
2281	SOUND SLEEP HEALTH	374.30
2282	STEVE BURNSTEAD CONSTRUCTION, LLC	7,500.00
2283	VSS INTERNATIONAL INC.	459,378.32
2284	ENVIROTECH	6,687.16
2285	QUALITY WATER FINANCIAL	395.70
2286	MCKINSTRY	1,342.00
2287	KING COUNTY PROSECUTING ATTORNEYS OFFICE	100.00
2288	NORTHWEST PAVEMENT MANAGEMENT ASSOCIATION	350.00
2290	BURROWS, MOLLY	125.00
2291	WANG, ZHANHUI	2,475.00
2292	CIBRIAN, SAMUEL	1,650.00
2293	BRADY, CAMILLE MARIANNE	925.00
2294	TRUONG, TRUC	1,025.00
2295	ALL THINGS HR, LLC	5,565.00
2296	ELWAY RESEARCH, INC	13,400.00
2297	THE GREAT SURPRISAL INC.	250.00
2299	OFFICE OF MINORITY & WOMEN'S BUSINESS ENTERPR	150.00
2300	MICROSOFT CORPORATION	1,315.78
2301	JASON YENTER	225.75
2303	SHEPHERD, AUSTIN	975.00
2304	ESTABROOK, MEGAN	2,800.00
2305	GONZALES, FRANK	173.71
2306	NORTHWEST AQUATIC ECO-SYSTEMS, INC.	27,300.00
2307	OCHOA-NUGENT, ELBA	1,300.00
2308	OSTROMS	78.00
2310	VANDAMME, DARLENE	450.00
2311	BEST BEST & KRIEGER LLP ATTORNEYS AT LAW	18,950.35
2312	GOOD, MICHAEL J.	300.00
2313	MANAGEMENT PARTNERS	4,020.00
2315	NATIONAL RECREATION & PARK ASSOC.	175.00
2316	TWIN PIER, LLC	7,500.00
2317	ABELLERA, ELLEN	250.00
2318	PIXEYES GRAPHICS & DESIGN	510.00
2319	SITESCAPES	620.00
2320	EPHAPHANY LUTHERAN CHURCH	50,000.00
2321	ABDOLHOSSEINI, PEIMANEH	2,050.00
2322	HENNICK, ELIZABETH	4,386.00
2324	NORDYKE, ANDREW	153.30
2326	NORTHSHORE SCHOOL DISTRICT NO. 417	7,725.00
2327	PACIFIC AIR CONTROL, INC.	3,617.36
2328	VERMONT APARTMENTS LLC	2,225.00
Vendor Set Vendor Set 01 Total:		16,920,577.21



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Red Barn Engineering Consulting Contract

For Council Meeting Agenda of: January 13, 2020

Department: Development Services

Prepared by: Bryan Hampson, Director

Proposed Council Action/Motion:

Authorize City Manager to execute Contract No. 20-C2128, with Red Barn Engineering to continue to perform development engineering inspection services

	<u>Initial & Date</u>
Approved by Department Head:	<u>BH 1/2/20</u>
Approved by City Attorney:	<u>NA</u>
Approved by Finance Director:	<u>Jms 11/1/20</u>
Approved by City Manager:	<u>Jms 1/2/20</u>

Exhibits/Attachments: Contract No. 20-C2128

INFORMATION/BACKGROUND:

The City needs engineering inspection support services from time to time. Red Barn Engineering has been providing this support to the City on an as needed basis since January 2019 through a separate contract, which expired 12-31-2019.

This Contract renews the services with Red Barn Engineering for 2020. Specific tasks the support services include are inspections for grading, erosion control, stormwater systems, infrastructure, and other activities associated with development projects within the City.

FISCAL CONSIDERATION:

The 2019-2020 Biennial Budget includes general consultant expenditures. Engineering permit and inspection fees collected from developers pay for development engineering inspections.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

These services address City Council Goal #'s 1 & 10:

1. Focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle, and other means of travel.
10. Protect and enhance the climate, water, air and forest environment.

City of Kenmore Contract No. 20-C2128

CONTRACT FOR PROFESSIONAL SERVICES

This Agreement is entered into by and between the City of Kenmore, Washington, a municipal corporation ("City"), and Red Barn Engineering, Inc., ("Consultant") whose principal office is located at 6610 NE 181st Street, Suite 2, Kenmore WA, 98028.

WHEREAS, the City has determined the need to have certain services performed for its citizens requiring specific expertise, and

WHEREAS, the City desires to have the Consultant perform such services pursuant to certain terms and conditions,

NOW THEREFORE, in consideration of the mutual benefits and conditions hereinafter contained, the parties hereto agree as follows:

1. Scope and Schedule of Services to be Performed by Consultant. The Consultant shall perform those services described in Exhibit "A" of this Agreement. In performing such services, the Consultant shall at all times comply with all Federal, State, and local laws and regulations applicable to the performance of such services. The Consultant shall perform the services diligently and completely and in accordance with professional standards of conduct and performance. The Consultant shall request and obtain prior written approval from the City if the scope or schedule is to be modified in any way.

2. Compensation and Method of Payment. The Consultant shall request payment for work performed using the billing invoice form at Exhibit "C."

The City shall pay Consultant [Check applicable method of payment]:

 X According to the rates set forth in Exhibit "B."

 X A sum not to exceed \$50,000 per year.

 Other (describe): _____

The Consultant shall complete and return to the City Exhibit "D," federal tax Form W-9, prior to or along with the first billing invoice. The City shall pay the Consultant for services rendered within ten (10) days after City Council voucher approval.

3. Duration of Agreement. This Agreement shall be in full force and effect for a period commencing January 14, 2020 and ending, December 31, 2020, with an option to renew annually at the City's discretion, unless sooner terminated under the provisions of this Agreement. Time is of the essence of this agreement in each and all of its provisions in which performance is required.

4. Ownership and Use of Documents. Any records, files, documents, drawings, specifications, data or information, regardless of form or format, and all other materials produced by the Consultant in connection with the services provided to the City, shall be the property of the City, whether the project for which they were created is executed or not.

5. Independent Consultant. The Consultant and the City agree that the Consultant is an independent Consultant with respect to the services provided pursuant to this Agreement. The Consultant will be solely responsible for its acts and for the acts of its agents, employees, subconsultants or representatives during the performance of this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties. Neither Consultant nor any employee of Consultant shall be entitled to any benefits accorded City employees by virtue of the services provided under this Agreement. The City shall not be responsible for withholding or otherwise deducting federal income tax or social security or contributing to the State Industrial Insurance Program, or otherwise assuming the duties of an employer with respect to the Consultant, or any employee of the Consultant.

6. Indemnification.

A. Consultant shall protect, defend, indemnify and hold harmless the City, its officers, officials, employees, agents and volunteers from any and all costs, claims, injuries, damages, suits, losses or liabilities of any nature, including attorneys' fees, arising out of or in connection with the acts, errors or omissions of the Consultant, its officers, employees and agents in performing this Agreement.

B. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence.

C. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

D. The provisions of this section shall survive the expiration or termination of this Agreement.

7. Insurance. The Consultant shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

A. Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent Consultants and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial

General Liability insurance policy with respect to the work performed for the City.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

B. Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. Other Insurance Provision. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability, and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respects the City. Any insurance, self-insurance or insurance pool coverage maintained by the City shall be in excess of the Consultant's insurance and shall not contribute with it.
2. The Consultant's insurance shall be endorsed to state that coverage shall not be canceled by either party except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

D. Verification of Coverage. The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to, the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

8. Record Keeping and Reporting.

A. The Consultant shall maintain accounts and records, including personnel, property, financial and programmatic records which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. The Consultant shall also maintain other such records as may be deemed necessary by the City to ensure proper accounting of all funds contributed by the City to the performance of this Agreement.

B. The foregoing records shall be maintained for a period of seven (7) years after the termination of this Agreement unless permission to destroy them is granted by the Office of the Archivist in accordance with RCW Chapter 40.14 and by the City.

9. Audits and Inspections. The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review or audit by the City during the performance of this Agreement.

10. Termination. This Agreement may at any time be terminated by the City giving to the Consultant thirty (30) days written notice of the City's intention to terminate the same. Failure to provide products on schedule may result in contract termination. If the Consultant's insurance coverage is canceled for any reason, the City shall have the right to terminate this Agreement.

A. The City reserves the right to terminate or suspend this Agreement at any time, with or without cause, upon thirty (30) days prior written notice. In the event of termination or suspension, all finished or unfinished documents, data, studies, worksheets, models, reports or other materials prepared by the Consultant pursuant to this Agreement shall promptly be submitted to the City.

B. In the event this Agreement is terminated or suspended, the Consultant shall be entitled to payment for all services performed and reimbursable expenses incurred to the date of termination.

C. This Agreement may be canceled immediately if the Consultant's insurance coverage is canceled for any reason, or if the Consultant is unable to perform the services called for by this Agreement.

D. The Consultant reserves the right to terminate this Agreement with not less than thirty (30) days written notice, or in the event that outstanding invoices are not paid within sixty (60) days.

E. This provision shall not prevent the City from seeking any legal remedies it may otherwise have for the violation or nonperformance of any provisions of this Agreement.

11. Discrimination Prohibited. The Consultant shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Consultant under this Agreement, on the basis of race, color, religion, creed, sex, sexual orientation, age, national origin, marital status, presence of any sensory, mental or physical disability, or other circumstance prohibited by federal, State or local law or ordinance, except for a bona fide occupational qualification.

12. Assignment and Subcontract. The Consultant shall not assign or subcontract any portion of the services contemplated by this Agreement without the written consent of the City.

13. Conflict of Interest. The Consultant represents to the City that it has no conflict of interest in performing any of the services set forth in Exhibit "A." In the event that the Consultant is asked to perform services for a project with which it may have a conflict, Consultant will immediately disclose such conflict to the City.

14. Confidentiality. All information regarding the City obtained by the Consultant in performance of this Agreement shall be considered confidential. Breach of confidentiality by the Consultant shall be grounds for immediate termination.

15. Non-appropriation of Funds. If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will so notify the Consultant and shall not be obligated to make payments for services or amounts incurred after the end of the current fiscal period. This Agreement will terminate upon the completion of all remaining services for which funds are

allocated. No penalty or expense shall accrue to the City in the event that the terms of the provisions are effectuated.

16. Entire Agreement. This Agreement contains the entire agreement between the parties, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either of the parties. If there is a conflict between the terms and conditions of this Agreement and the attached exhibits, then the terms and conditions of this Agreement shall prevail over the exhibits. Either party may request changes to the Agreement. Changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

17. Notices. Notices to the City of Kenmore shall be sent to the following address:

City Clerk
18120 68th Ave. NE
City of Kenmore
Kenmore, Washington 98028-0607

Notices to the Consultant shall be sent to the following address:

Red Barn Engineering, Inc.
6610 NE 181st Street, Suite 2
Kenmore WA 98028

Phone No.: 425-419-4979

18. Applicable Law; Venue; Attorney's Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in King County, Washington. The prevailing party in any such action shall be entitled to its attorney's fees and costs of suit, which shall be fixed by the judge hearing the case, and such fee shall be included in the judgment.

19. Severability. Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the City and the Consultant, who agree that the Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

CONSULTANT:

CITY OF KENMORE:

BY: _____

BY: _____

Title: _____

Rob Karlinsey
Title: City Manager

Date: _____

Date: _____

EXHIBIT A

Scope of Services to be Provided by Consultant. During the term of this Agreement, the Consultant will perform on-call development engineering inspection services for the City.

When the Consultant's services are required, the City will provide notice to the Consultant. The Consultant will visit the site, perform the inspection and generate a report. Following the inspection, a report will be sent as soon as possible, but no later than 24 hours after the City submits the request.

EXHIBIT B

Rates for Services to be Provided by Contractor. The Contractor shall furnish the services in accordance with the following rates:

Red Barn Engineering Rates

RED BARN ENGINEERING, INC.
6610 NE 181st Street, Ste 2 Kenmore WA 98028
www.redbarn-engineering.com | 425-419-4979

Employee Name	Job Classification	Billing Rate
<i>Last name, First name</i>	<i>Classification</i>	<i>Rate</i>
Hansen, Debi	Admin	\$103
Rackley, Seth	EIT Construction Inspector	\$123
Vanderburg, Brian	PE Construction Inspector	\$152
Weston, Rebekah	Principal Construction Inspector Emergencies	\$284

Notes:

- Increases allowed as outlined below. The rates above are “not to exceed rates” and these rates may only be exceeded as a result of employee annual increases with prior written City approval.
- Direct expenses for printing, copies, postage, mileage, etc. are to be paid at actual cost for the CONSULTANT. No markups on direct expenses are allowed for the CONSULTANT.
- Computer costs are not reimbursable for the CONSULTANT.
- CONSULTANT staff increases are allowed once per year on their specific anniversary dates. No annual increase may exceed 4%. The CONSULTANT will promptly notify the CITY of changes to rates.

EXHIBIT C

**CITY OF KENMORE
BILLING INVOICE**

To: City of Kenmore
18120 68th Ave. NE
Kenmore, Washington 98028
Phone: (425) 398-8900
Fax: (425) 481-3236

Specific Project: _____

Contract No.: _____

Invoice Number: _____ Date of Invoice: _____

Contractor: _____

Mailing Address: _____

Telephone: () _____

Contract Period: _____ Reporting Period: _____

Amount requested this invoice: \$ _____

Attach itemized description of services provided.

Authorized signature

For Department Use Only

BUDGET SUMMARY

Total contract amount	\$ _____
Previous payments	\$ _____
Current request	\$ _____
Balance remaining	\$ _____

Approved for Payment by: _____ Date: _____

Form W-9 (Rev. December 2014) Department of the Treasury Internal Revenue Service	EXHIBIT D Request for Taxpayer Identification Number and Certification	Give Form to the requester. Do not send to the IRS.
Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. ☐ Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	6 City, state, and ZIP code	
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)																																																			
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.																																																			
Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="10" style="text-align: center;">Social security number</td> </tr> <tr> <td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td> </tr> <tr> <td colspan="10" style="text-align: center;">or</td> </tr> <tr> <td colspan="10" style="text-align: center;">Employer identification number</td> </tr> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>	Social security number																				or										Employer identification number																			
Social security number																																																			
or																																																			
Employer identification number																																																			

Part II Certification			
Under penalties of perjury, I certify that:			
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and			
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and			
3. I am a U.S. citizen or other U.S. person (defined below); and			
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.			
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.			
Sign Here	<table style="width: 100%;"> <tr> <td style="width: 60%;">Signature of U.S. person ▶</td> <td style="width: 40%;">Date ▶</td> </tr> </table>	Signature of U.S. person ▶	Date ▶
Signature of U.S. person ▶	Date ▶		

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

• Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

• Form 1099-C (canceled debt)

• Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code* on page 3 and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships* above.

What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code* on page 3 and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; do not leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account, list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note. ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C Corporation, or S Corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3.

Limited Liability Company (LLC). If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8832 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual/sole proprietor or single-member LLC."

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note. You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee* code earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
5. Sole proprietorship or disregarded entity owned by an individual	The owner ³
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i) (A))	The grantor ³
For this type of account:	Give name and EIN of:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity ¹
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i) (B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

*Note. Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN.
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: spam@uce.gov or contact them at www.ftc.gov/idtheft or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

EXHIBIT E

Nondiscrimination Agreement.

During the performance of this contract, the contractor/consultant, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. Compliance with Regulations

The contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of United States Department of Transportation (USDOT), Title 49, Code of Federal Regulations, part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2. Nondiscrimination

The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3. Solicitations for Subcontracts, Including Procurement of Materials and Equipment

In all solicitations, either by competitive bidding or negotiations, made by the contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, sex, or national origin.

4. Information and Reports

The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the contracting agency or the appropriate federal agency to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to WSDOT or the USDOT as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance

In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the contracting agency shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to:

- Withholding of payments to the contractor under the contract until the contractor complies, and/or;
- Cancellation, termination, or suspension of the contract, in whole or in part

6. Incorporation of Provisions

The contractor shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontractor or procurement as the contracting agency or USDOT may direct as a means of enforcing such provisions, including sanctions for noncompliance.

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such directions, the contractor may request WSDOT enter into such litigation to protect the interests of the State and, in addition, the contractor may request the USDOT enter into such litigation to protect the interests of the United States.



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: PACE Engineers, Inc. Consulting Contract Proposed Council Action/Motion: Authorize City Manager to execute Contract No. 20-C2129 with PACE Engineering, Inc. to perform development review services	For Council Meeting Agenda of: <u>January 13, 2020</u> Department: <u>Development Services</u> Prepared by: <u>Bryan Hampson</u> <table style="width: 100%;"> <tr> <th style="text-align: left; width: 70%;"><u>Initial & Date</u></th> <th style="width: 30%;"></th> </tr> <tr> <td>Approved by Department Head:</td> <td><u>BH 1/2/20</u></td> </tr> <tr> <td>Approved by City Attorney:</td> <td><u>N.A.</u></td> </tr> <tr> <td>Approved by Finance Director:</td> <td><u>grng 1/4/20</u></td> </tr> <tr> <td>Approved by City Manager:</td> <td><u>grng for RK</u></td> </tr> </table> Exhibits/Attachments: Contract No. 20-C2129	<u>Initial & Date</u>		Approved by Department Head:	<u>BH 1/2/20</u>	Approved by City Attorney:	<u>N.A.</u>	Approved by Finance Director:	<u>grng 1/4/20</u>	Approved by City Manager:	<u>grng for RK</u>
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Approved by Finance Director:	<u>grng 1/4/20</u>										
Approved by City Manager:	<u>grng for RK</u>										
<u>INFORMATION/BACKGROUND:</u> The City needs engineering and planning support services from time to time. PACE Engineering has been providing this support to the City on an as needed basis since January 2019 through a separate contract, which expired 12-31-2019. This Contract renews the services with PACE Engineering for 2020. Specific tasks the support services include review of grading plans, erosion control plans, stormwater systems, traffic review, parking review, environmental and other activities associated with the review and approval of proposed development projects within the City.											
<u>FISCAL CONSIDERATION:</u> The 2019-2020 Biennial Budget includes general consultant expenditures. Engineering permit fees collected from developers during permitting process pay for development engineering review.											
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> These services address City Council Goal #'s 1 & 10: 1. Focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle, and other means of travel. 10. Protect and enhance the climate, water, air and forest environment.											

City of Kenmore Contract No. 20-C2129

CONSULTANT CONTRACT

This Agreement is entered into by and between the City of Kenmore, Washington, a municipal corporation ("City") and PACE Engineers, Inc., ("Consultant") whose principal office is located at 11255 Kirkland Way, Suite 300, Kirkland, WA 98033.

WHEREAS, the City desires to have certain services performed for its citizens; and

WHEREAS, the City has selected the Consultant to perform such services pursuant to certain terms and conditions;

NOW, THEREFORE, in consideration of the mutual benefits and conditions set forth below, the parties agree as follows:

1. Scope of Services to be Performed by Consultant. The Consultant shall perform the services described in Exhibit "A" of this Agreement. In performing the services, the Consultant shall comply with all federal, state and local laws and regulations applicable to the services. The Consultant shall perform the services diligently and completely and in accordance with professional standards of conduct and performance.

2. Compensation and Method of Payment. The Consultant shall request payment for work performed using the billing invoice form at Exhibit "C."

The City shall pay Consultant:

[Check applicable method of payment]

X According to the rates set forth in Exhibit "B."

X A sum not to exceed \$50,000 per year.

 Other (describe): _____

The Consultant shall complete and return to the City Exhibit "D," federal tax Form W-9, prior to or along with the first billing invoice. The City shall pay the Consultant for services rendered within ten (10) days after City Council voucher approval.

3. Duration of Agreement. This Agreement shall be in full force and effect for a period commencing January 14, 2020 and ending, December 31, 2020, with an option to renew annually at the City's discretion, unless sooner terminated under the provisions of this Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

4. Ownership and Use of Documents. Any records, files, documents, drawings, specifications, data or information, regardless of form or format, and all other materials produced by the Consultant in connection with the services provided to the City, shall be the property of the City whether the project for which they were created is executed or not.

5. Independent Consultant. The Consultant and the City agree that the Consultant is an independent Consultant with respect to the services provided pursuant to this Agreement. The Consultant will be solely responsible for its acts and for the acts of its agents, employees, subconsultants or representatives during the performance of this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties.

6. Indemnification.

A. Consultant shall defend, indemnify and hold the City, its officers, officials, employees, agents and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

B. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence.

C. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

D. The provisions of this section shall survive the expiration or termination of this Agreement.

7. Insurance. The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

A. Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent Consultants and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

B. Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. Other Insurance Provision. The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

D. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A-VII.

E. Verification of Coverage. The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

F. Notice of Cancellation. The Consultant shall provide the City with written notice of any policy cancellation, within two business days of their receipt of such notice.

G. Failure to Maintain Insurance. Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

H. No Limitation. Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

8. Record Keeping and Reporting.

A. The Consultant shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. The Consultant shall also maintain such other records as may be deemed necessary by the City to ensure proper accounting of all funds contributed by the City to the performance of this Agreement.

B. The foregoing records shall be maintained for a period of seven (7) years after termination of this Agreement, unless permission to destroy them is granted by the Office of the Archivist in accordance with Chapter 40.14 RCW and by the City.

9. Audits and Inspections. The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review or audit by the City during the performance of this Agreement. All work products, data, studies, worksheets, models, reports and other materials in support of the performance of the service, work products, or outcomes fulfilling the contractual obligations are the products of the City.

10. Termination.

A. The City reserves the right to terminate or suspend this Agreement at any time, with or without cause, upon seven (7) days prior written notice. In the event of termination or suspension, all finished or unfinished documents, data, studies, worksheets, models, reports or other materials prepared by the Consultant pursuant to this Agreement shall promptly be submitted to the City.

B. In the event this Agreement is terminated or suspended, the Consultant shall be entitled to payment for all services performed and reimbursable expenses incurred to the date of termination.

C. This Agreement may be canceled immediately if the Consultant's insurance coverage is canceled for any reason, or if the Consultant is unable to perform the services called for by this Agreement.

D. The Consultant reserves the right to terminate this Agreement with not less than fourteen (14) days written notice, or in the event that outstanding invoices are not paid within sixty (60) days.

E. This provision shall not prevent the City from seeking any legal remedies it may otherwise have for the violation or nonperformance of any provisions of this Agreement.

11. Discrimination Prohibited. The Consultant shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Consultant under this Agreement, on the basis of race, color, religion, creed, sex, sexual orientation, age, national origin, marital status, presence of any sensory, mental or physical disability, or other circumstance prohibited by federal, State or local law or ordinance, except for a bona fide occupational qualification.

12. Assignment and Subcontract. The Consultant shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.

13. Conflict of Interest. The Consultant represents to the City that it has no conflict of interest in performing any of the services set forth in Exhibit "A." In the event that the Consultant is asked to perform services for a project with which it may have a conflict, Consultant will immediately disclose such conflict to the City.

14. Confidentiality. All information regarding the City obtained by the Consultant in performance of this Agreement shall be considered confidential. Breach of confidentiality by the Consultant shall be grounds for immediate termination.

15. Non-appropriation of Funds. If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will so notify the Consultant and shall not be obligated to make payments for services or amounts incurred after the end of the current fiscal period. This Agreement will terminate upon the completion of all remaining services for which

funds are allocated. No penalty or expense shall accrue to the City in the event that the terms of the provision are effectuated.

16. Entire Agreement. This Agreement contains the entire agreement between the parties, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either of the parties. If there is a conflict between the terms and conditions of this Agreement and the attached exhibits, then the terms and conditions of this Agreement shall prevail over the exhibits. Either party may request changes to the Agreement. Changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

17. Notices. Notices to the City of Kenmore shall be sent to the following address:

City Clerk
City of Kenmore
18120 68th Ave. NE
Kenmore, Washington 98028-0607

Notices to the Consultant shall be sent to the following address:

Ken Nilsen, PE
11255 Kirkland Way, Suite 300
Kirkland WA, 98033
Phone No.: 425-827-2014

18. Applicable Law; Venue; Attorneys' Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in King County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit, which shall be fixed by the judge hearing the case and such fee shall be included in the judgment.

19. Severability. Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and the Consultant, who agree that the Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

CONSULTANT

By: _____

Title: _____

Date: _____

CITY OF KENMORE

By: _____

Rob Karlinsey

Title: City Manager

Date: _____

EXHIBIT A

Scope of Services to be Provided by Consultant. The Consultant shall furnish services including, but not limited to, the following:

During the term of this Agreement, PACE Engineers, Inc., (CONSULTANT) shall perform professional services for the City of Kenmore (CITY) to provide on-call services related Development Review/Inspection and City Planning support services or any other engineering/planning services requested by the City.

This SCOPE is purposefully written broadly to cover a variety of project types whose specific needs are not known at the present time.

The CONSULTANT will begin work immediately and shall complete the CITY requested work in a timely manner upon receiving either verbal or written authorization from CITY staff.

PRIVATE DEVELOPMENT ASSISTANCE

The CONSULTANT will provide engineering and planning support for private development review and permitting as requested by the CITY. Private development assistance may include, but is not limited to:

- Review of land-use permits for compliance with Kenmore Municipal Code (KMC) and applicable regulations.
- Review of construction permits for compliance with KMC and applicable regulations.
- Construction inspection for civil related items associated with new private development projects, as needed.
- Meet with the CITY, property owners and developers as requested.
- Assistance with management and enforcement of delinquent performance and maintenance agreements, guarantees, and/or bonds associated with private developments.

EXHIBIT B

Rates for Services to be Provided by Consultant. The Consultant shall furnish the services in accordance with the following rates:

See Attached

Notes:

- Increases allowed as outlined below. The rates above are “not to exceed rates” and these rates may only be exceeded as a result of employee annual increases with prior written City approval.
- Direct expenses for printing, copies, postage, mileage, etc. are to be paid at actual cost for the CONSULTANT. No markups on direct expenses are allowed for the CONSULTANT.
- Computer costs are not reimbursable for the CONSULTANT.
- CONSULTANT staff increases are allowed once per year on their specific anniversary dates. No annual increase may exceed 4%. The CONSULTANT will promptly notify the CITY of changes to rates.

EXHIBIT C

**City of Kenmore
Billing Invoice**

To: City of Kenmore
18120 68th Ave. NE
Kenmore, Washington 98028
Phone: (425) 398-8900
Fax: (425) 481-3236

Invoice Number: _____ Date of Invoice: _____

Consultant: _____

Mailing Address: _____

Telephone: () _____

Contract Period: _____ Reporting Period: _____

Amount requested this invoice: \$ _____

Attach itemized description of services provided.

Specific Program: _____

Authorized signature

For Department Use Only

BUDGET SUMMARY

Total contract amount \$ _____

Previous payments \$ _____

Current request \$ _____

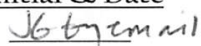
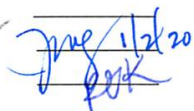
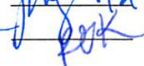
Balance remaining \$ _____

Approved for Payment by: _____ Date: _____

Authorized Signature (Required)

EXHIBIT D

Form <b style="font-size: 1.5em;">W-9 (Rev. December 2014) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification	Give Form to the requester. Do not send to the IRS.
Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) Exemption from FATCA reporting code (if any) <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	6 City, state, and ZIP code	
7 List account number(s) here (optional)		
Part I Taxpayer Identification Number (TIN)		
		Social security number

Subject/Topic: Contract No. 19-C2123 for services with King County Community Work Program Proposed Council Action/Motion: Authorize City Manager to Enter into a Service Agreement with King County Department of Adult and Juvenile Detention Community Work Program (CWP).	For Council Meeting Agenda of: January 13, 2020 Department: Public Works Prepared by: Jennifer Gordon, Public Works Ops Manager <u>Initial & Date</u>  Approved by Department Head: Approved by City Attorney: Approved by Finance Director ✓ Approved by City Manager:   Exhibits/Attachments: Contract No. 19-C2123
<u>INFORMATION/BACKGROUND:</u> The King County Correctional Work Program (CWP) currently allows District Court to sentence offenders to work crews to perform supervised manual labor for various public service agencies. The program is designed to provide a diversion from jail for low-level, low-risk offenders and a visible restitution to the community. Offenders are sentenced directly to the CWP and may work off their fines, regain their driver's license or complete the terms of their sentence. CWP projects typically include various types of landscaping, habitat restoration and invasive species removal. CWP crews function year-round and offer services Monday through Saturday. The City has been using this program for many years and it continues to be a cost-effective way to get this type of labor work done. We are proposing 100 work days in the 2020 CWP Contract. The City plans to use the CWP contract primarily for garbage pick-up, debris/storm clean-up in parks and streets, and invasive weed management. The City will use other resources where a higher level of maintenance is desired for right-of-way line trimming and hand weeding.	
<u>FISCAL CONSIDERATION:</u> The daily rate for the King County CWP Crew is \$665 per day and includes one full time working supervisor and a minimum of four individuals assigned to the Community Work Program (the number of individuals is almost always more than four). This cost also covers all associated overhead and misc. costs such as training, transportation to and from site, tools and safety gear necessary to perform the job. The 2020 daily rate is the same as the 2019 daily rate. The work crew typically works two to three days every week throughout the year.	
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Economic Development	

CONTRACT NO. 19-C2123

Agreement

Between the

**DEPARTMENT OF ADULT & JUVENILE DETENTION
COMMUNITY CORRECTIONS DIVISION
COMMUNITY WORK PROGRAM**

and

THE CITY OF KENMORE

for

2020 SERVICES

THIS AGREEMENT is entered into between the CITY OF KENMORE, WASHINGTON ("City") and THE KING COUNTY DEPARTMENT OF ADULT AND JUVENILE DETENTION ("County").

1. SERVICES BY COUNTY

County shall provide the City with a work crew to perform the services described in the scope of work attached hereto as Exhibit A ("Services"). The City shall identify the priority, locations, and expectations and desired times for performance of the Services. County shall timely respond to a request for Services. County may refuse to provide Services it deems dangerous or outside the capabilities of the work crew.

2. TERM OF AGREEMENT

The term of this Agreement shall begin January 1, 2020 and shall extend through December 31, 2020, unless terminated pursuant to Section 20. The Agreement may be extended by the written amendment executed by the Mayor of the City and the King County Executive, or their designees.

3. PAYMENT

- A. City shall pay County for Services at a rate of \$665 per a full workday (based on a 7 hour day) for a work crew described in Section 4. For partial workdays (based on a workday that is canceled in part for the reasons stated in Section 5 of this Agreement), City shall be charged a prorated amount based on the number of hours worked. Total payments to County shall not exceed (\$60,000), unless a larger amount is agreed upon in writing by both the City Representative and the County Representative.
- B. County shall maintain time and expense records and provide them to the City monthly, along with monthly invoices in a format acceptable to the City for Services performed to the date of the invoice. The time records shall include, but not be limited to, the number of crew members performing services on each day and the number of hours actually worked by each crew member on each day.

- C. All invoices submitted in a format acceptable to the City shall be paid by the City within thirty (30) days of receipt, except as provided in Section 3E of this Agreement.
- D. County shall keep cost records and accounts pertaining to this Agreement available for inspection by the City Representative for three (3) years after the final payment. Copies shall be made available on request.
- E. If the Services do not meet the reasonable performance expectations of the City, the County will correct or modify the Services to meet such expectations. City may withhold payment for such Services until the Services meet such expectations.

4. WORK CREW

- A. County shall be responsible for the selection of crew members that will consist of individuals ordered to the Community Work Program by the courts or eligible under King County Ordinance.
- B. Each crew shall be comprised of a minimum of four (4) persons and one (1) crew supervisor, who shall be a County employee. County may increase the number of persons on each work crew and County agrees not to charge the City any additional amount for such additional persons. If County cannot meet the minimum of four (4) persons, County shall advise the City, which may accept less than four (4) persons on a particular day.

5. WORK CREW SCHEDULE AND CANCELLATION

The City Representative and the County Representative will work collaboratively to develop a schedule, plan, time and location for Services to be performed, based on the City's needs and County's availability. County maintains the right to cancel Services and work due to inclement weather, insufficient number of crew members, or vacation or sick leave of the crew supervisor. County will notify City of such cancellations as soon as practical. Pursuant to Section 3A of this Agreement, the City will only be responsible for payment to the County for days that Services are performed.

6. OVERSIGHT OF THE WORK CREW

- A. County shall provide one supervisory person who shall be a County employee and shall be present at all times during the performance of the Services ("Crew Supervisor"). The Crew Supervisor shall direct, oversee and be thoroughly responsible for the County work crew and its actions while in the performance of the Services. County will obtain and provide necessary clothing, equipment and tools for the crews, coordinate with the City Representative, and complete a maintenance log for each work site.
- B. County shall be responsible for training the Crew Supervisor regarding the Services, safety procedures, CPR, first aid, infectious disease control, flag person certification, record keeping, and defensive driving. County shall be responsible for training crew members regarding proper use of tools, equipment and clothing and other safety matters.

7. TRANSPORTATION

County shall be responsible for transportation of the Crew Supervisor and work crews to and from the City's designated work sites.

8. EQUIPMENT

County shall be responsible for obtaining and providing all equipment, tools and clothing necessary to complete the agreed-upon Services, unless otherwise agreed to by the City. Safety equipment, tools and clothing shall include hard hats, safety vests, goggles, gloves, rain gear, shoes, and ear protection devices.

9. PROTECTION OF EXISTING PROPERTY

County shall leave City facilities and work areas in existing or better condition. County shall advise the City immediately of any damage to facilities or work areas or unsatisfactory operation of utilities. All damages to existing facilities and work areas shall be reviewed within a reasonable period after occurrence of the damage by the City and County, and damages caused by County shall be repaired or replaced by County at County's expense within the time period agreed upon by the City and County.

10. SAFETY, CLEANUP AND DISPOSAL METHODS

- A. County shall maintain the work area free of debris and clutter and shall not cause hazards thereon.
- B. Upon completion of Services on a given day, County shall leave the work area clean and orderly.
- C. County shall accomplish necessary work zone traffic control in accordance with applicable state and City regulations.
- D. County shall dispose of debris resulting from the work performed by the crews pursuant to this Agreement at proper disposal sites. Unless otherwise agreed by the City, such debris shall not be disposed of on the site or on any property contiguous thereto. County is solely responsible for any and all damages done or any regulation violated in the disposal of such debris or in performance of work by the crews. County agrees to defend, indemnify, and hold the City harmless from liability for any and all damages, costs and expenses (including but not limited to attorneys' fees) incurred as a result of County's disposal of debris pursuant to this Section. The City shall reimburse County for any fees associated with disposal of debris at proper disposal sites.

11. DAILY OPERATIONS OF CITY PROPERTY

County understands that City property on which Services will be performed is open to the public at all times. Performance of Services shall not affect the daily operation of City property unless prior approval is granted by the City Representative.

12. DISCRIMINATION AND COMPLIANCE WITH LAWS

- A. County agrees not to discriminate against any employee, applicant for employment or any other person, including crew members, in the performance of this Agreement because of race, creed, color, national origin, marital status, sex, age, disability, religious

affiliation, sexual orientation, gender identity or expression, or other circumstance prohibited by federal, state or local law or ordinance, except for a bona fide occupational qualification.

- B. County shall comply with all federal, state and local laws and regulations applicable to the Services and work to be done under this Agreement.
- C. Violation of this Section shall be a material breach of this Agreement and grounds for cancellation, termination, or suspension of the Agreement by the City, in whole or in part, and may result in ineligibility for further work for the City.

13. GENERAL ADMINISTRATION AND MANAGEMENT

The City's representative ("City Representative") is listed on Exhibit A, and the City Representative or his/her designee shall oversee and approve all Services to be performed, coordinate all communications, and review and approve all invoices, under this Agreement.

The County's representative ("County Representative") is listed on Exhibit A and the County Representative or his/her designee shall be responsible for administration of the County's obligations under this Agreement.

14. HOLD HARMLESS

- A. County shall protect, defend, indemnify and save harmless the City, its officers, employees and agents from any and all costs, claims, judgments, or awards of damages, arising out of or in any way resulting from (1) any acts or omissions of any crew member while that member is performing Services and/or (2) negligent or willful acts or omissions of County, its officers, employees and agents in performing this Agreement. For purposes of this Agreement, the Parties agree that crew members are not employees of the County.
- B. City shall protect, defend, indemnify and save harmless County, its officers, employees and agents from any and all costs, claims, judgments or awards of damages, arising out of or in any way resulting from the negligent acts or omissions of City, its officers, employees or agents in performing this Agreement.
- C. The provisions in A and B shall survive the expiration or termination of this Agreement.

15. INSURANCE

King County maintains a fully funded Self-Insurance program for the protection and handling of the County's liabilities including injuries to persons and damage to property. County shall respond to all injury claims made by Crew Supervisors and work crew members in accordance with King County procedures.

16. SUBLETTING OR ASSIGNING CONTRACT

Neither the City nor County shall assign, transfer, or encumber any rights, duties or interests accruing from this Agreement without the express prior written consent of the other.

17. FUTURE SUPPORT

City makes no commitment and assumes no obligations for the support of County's activities except as set forth in this Agreement.

18. INDEPENDENT COUNTY

County is and shall be at all times during the term of this Agreement an independent contractor. Nothing in this Agreement shall be construed to convert the crew members, the Crew Supervisor or any of County's officers, agents, or employees into City employees.

19. EXTENT OF AGREEMENT/MODIFICATION

This Agreement, together with Exhibits and addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by the Mayor of the City and the County Executive, or their designees.

20. TERMINATION

- A. This Agreement may be terminated by either party without cause, in whole or in part, prior to the date specified in Section 2, by providing the other party thirty (30) days advance written notice of the termination.
- B. Either party may terminate this Agreement, in whole or in part, upon seven (7) days advance written notice if: (1) there is a material breach of any duty, obligation, or service required pursuant to this Agreement; or (2) the duties, obligations, or services required herein become impossible, illegal, or not feasible.
- D. Nothing herein shall limit, waive, or extinguish any right or remedy provided by this Agreement or law that either party may have in the event that the obligations, terms, and conditions set forth in this Agreement are breached by the other party.

21. NO THIRD-PARTY BENEFICIARIES

There are no third-party beneficiaries to this Agreement. No person or entity other than a party to this Agreement shall have any rights hereunder or any authority to enforce its provisions.

IN WITNESS WHEREOF, the parties have executed this Agreement on the _____ day of _____, 20____.

COUNTY

CITY OF KENMORE

By: _____
DAJD Director

By: _____
Rob Karlinsey, City Manager

EXHIBIT A

**KING COUNTY, DAJD
&
CITY OF KENMORE**

**SCOPE OF WORK
AND
DESIGNATION OF PARTY REPRESENTATIVE**

Services will consist of ordinary maintenance. Examples of Services include the following:

A. PLANTER BEDS

- a. Weeding
- b. Litter Control
- c. Light Pruning – pruning the shrubs and ground cover away from trails and sidewalks
- d. Leaf Removal
- e. Parks

B. TURF MAINTENANCE

- a. Trimming and Edging between Turf, Planter Beds and Sidewalks
- b. Blowing Sidewalks
- c. Leaf Removal
- d. Litter Control
- e. Parks

C. OTHER

- a. Erosion Control
- b. Site Clean Up
- c. Bark/mulch Application
- d. Tree pruning and thinning
- e. Graffiti Removal
- f. Streets

County Representative:

City Representative

Name

Name

telephone

telephone

email

email



**City Council Business Agenda Item
City of Kenmore, WA**

Subject/Topic: Transfer Ownership and Maintenance of NE 181st Street (65th Ave NE – 67th Ave NE) Lighting System to Puget Sound Energy (PSE)

For Council Meeting Agenda of: January 13, 2020

Department: Public Works

Prepared by: Kent Vaughan

To Be Presented By: NA

Proposed Council Action/Motion:

Authorize the City Manager to sell the recently installed lighting system installed along NE 181st Street (between 65th Ave NE and 67th Ave NE) to Puget Sound Energy (PSE) and execute a Bill of Sale and Transfer Agreement and Maintenance Order with Puget Sound Energy.

Initial & Date
Approved by Department Head: Q 12/16/19
Approved by City Attorney: N/A
Approved by Finance Director: Q 12/23/19
Approved by City Manager: PK

Exhibits/Attachments:

Attachment A - Contract No. 19-C2117 Bill of Sale and Transfer Agreement (2019)

INFORMATION/BACKGROUND:

PSE currently maintains the existing street lighting system in Kenmore. The City recently installed custom street and pedestrian lighting as part of the NE 181st Street (65th Ave NE – 67th Ave NE) Sidewalk project. The NE 181st Street Sidewalk project' (2019) lighting system consist of 4 street luminaire poles and 3 pedestrian light poles. These lights will need to be maintained when bulbs burn out, poles become damaged, or conduit or wiring needs replacement. PSE's maintenance operations are regulated by the Washington Utilities and Transportation Commission (WUTC) under the Commission's Schedule 51. PSE is not allowed to collect a profit and must have their billing rate approved by the WUTC. Under the rules of PSE and WUTC, the lighting systems must be owned by PSE thus a Bill of Sale for the system is required. The sale accomplishes several things:

- PSE will assume liability for the lighting systems;
- PSE can establish the rules of maintenance under the guidance of WUTC;
- Maintenance will be under the National Electrical Safety Code;
- Union journeymen will work on the systems.

Once ownership of the lighting systems is transferred, it will be regulated under the City's franchise agreement with PSE. PSE will be required to relocate poles in the future at their expense if required and will be the responsible party if a claim is filed by third parties associated with inadequate maintenance or inappropriate placement of poles.

The City's sale of the system to PSE is no different than if the City contracted with PSE to install the street lighting system (ie. PSE would have required the City to pay for the installation and would assume ownership and maintenance of the system upon completion). The Bill of Sale and Transfer Agreement provides a clear statement of liability and continues to allow the City to use the street light poles for hanging City banners and flower baskets.

RECOMMENDATION: Authorize the City Manager to sell the recently installed lighting system along NE 181st Street (between 65th Ave NE and 67th Ave NE) to Puget Sound Energy (PSE) and execute a Bill of Sale and Transfer Agreement and Maintenance Order with Puget Sound Energy.

FISCAL CONSIDERATION:

The Maintenance Order is broken into two fees regulated by the WUTC.

The first is to maintain and replace the lighting system as it becomes damaged, worn out or needs replacement. This fee (\$30.30 per month) is based on a percentage of the system value as determined by PSE.

The second fee (\$14.17 per month) is the electrical energy for the system to be provided by PSE. This fee is based on the approved WUTC rates for the type of lighting.

The above monthly sum of \$44.47 (total) will be charged to the City starting in January 2020 once the agreement takes effect (this equates to roughly \$6.35 per pole).

The additional cost will be absorbed into the existing Street fund budget and will not require a budget amendment.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Council goal 1: To focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle and other means of travel – Implement the Sidewalk Plan.

ATTACHMENT A

PROJECT NAME: NE 181st St Sidewalk Improvements – Takeover
LOCATION: NE 181st ST (West of 68th Ave NE), Kenmore

Order#: 105090776

BILL OF SALE

December 4th, 2019

For good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, and as contemplated by that certain Services Agreement, dated as of December 4th, 2019, by and between City of Kenmore (“Seller”), and Puget Sound Energy, Inc. (“Buyer”), Seller hereby sells, transfers, assigns, conveys and delivers to Buyer, effective as of the date set forth above, all right, title and interest in and to the assets set forth on Appendix A and Appendix B attached hereto and incorporated herein (“Assets”).

Seller hereby represents and warrants to Buyer that Seller is the legal and beneficial owner of the Assets and hereby sells, transfers, assigns, conveys and delivers to Buyer good and marketable title to the Assets, free and clear of all liens, security interests, liabilities, encumbrances and rights of others, subject in all events to all terms, conditions and exceptions contained in the Services Agreement, which is incorporated herein by this reference, and that Seller will warrant and defend such title forever against all claims and demands whatsoever.

Buyer does not assume and shall not be or become liable for, and Seller shall retain, be responsible for and indemnify and hold harmless Buyer against, any and all debts, liabilities or obligations arising from or relating to the Assets prior to the date set forth above.

This Bill of Sale is delivered pursuant to the terms of the Services Agreement and is delivered subject to certain representations and warranties contained therein, each of which shall survive as and to the extent set forth in the Services Agreement. Notwithstanding the foregoing, this Bill of Sale is in all respects subject to the provisions of the Services Agreement and is not intended in any way to supersede, expand, limit or qualify any provision of the Services Agreement.

Seller does hereby agree, from time to time as and when reasonably requested by Buyer, to execute and deliver (or cause to be executed and delivered) such documents or instruments and to take (or cause to be taken) such further or other actions, as may be reasonably necessary to carry out the purposes of this Bill of Sale.

This Bill of Sale shall be construed, interpreted and the rights of the parties hereto determined in accordance with the laws of the State of Washington without reference to its choice of law provisions.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, Seller has caused this Bill of Sale to be duly executed on its behalf by its representative thereunto duly authorized, all as of the day and year set forth above.

City of Kenmore

By: _____
Name: _____
Title: _____

APPENDIX A
TO BILL OF SALE

Type	Description	Number of Units
Luminaire ☒ Pole ☐ Other ☐	58W Type V Selux Quadro H2 LED fixtures	3
Luminaire ☐ Pole ☒ Other ☐	14'MH Lithonia Aeris Square straight steel base mount pole in dark bronze with Planter brackets	3
Luminaire ☒ Pole ☐ Other ☐	75W Type III 4000K Lithonia Aeris fixtures in Dark Bronze	4
Luminaire ☐ Pole ☐ Other ☒	Lithonia Aeris Decorative arms in dark bronze	4
Luminaire ☐ Pole ☒ Other ☐	35'MH Lithonia Aeris Square straight steel base mount poles in dark bronze with Banner arms	4
Luminaire ☐ Pole ☐ Other ☐		
Luminaire ☐ Pole ☐ Other ☐		
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APPENDIX B LOCATION DETAILS OR MAP

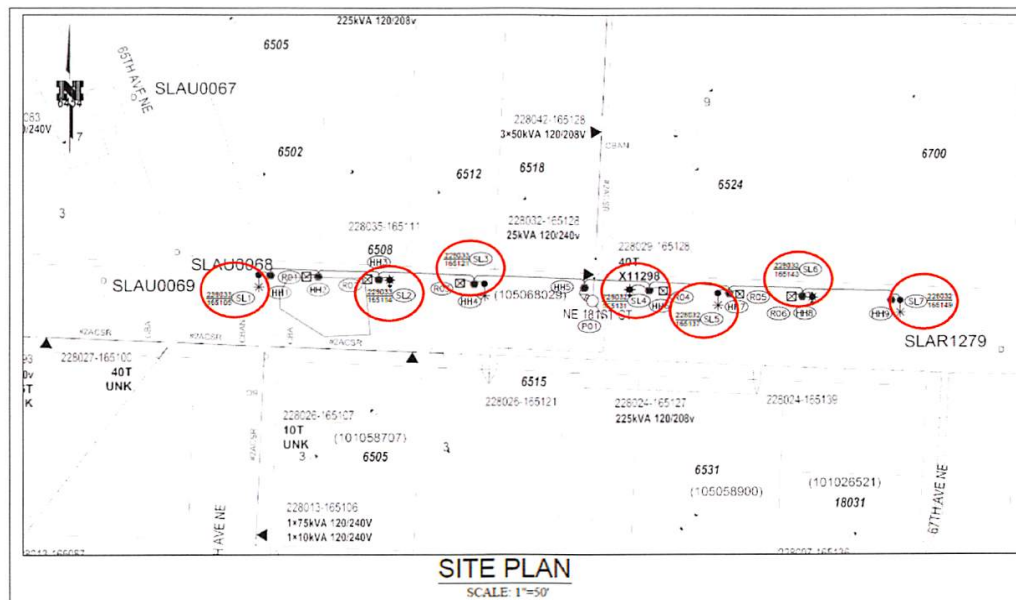


EXHIBIT A

Form of Custom Street Lighting Order

PROJECT NAME: NE 181st St Sidewalk Improvements – Takeover
LOCATION: NE 181st ST (West of 68th Ave NE), Kenmore

Order#: 105090776

CUSTOM STREET LIGHTING ORDER – SCHEDULE 51

This Custom Street Lighting Order (this “Order”), dated 12/4/2019, is made and entered into by and between PUGET SOUND ENERGY, INC. (“PSE”) and City of Kenmore (“Customer”) (each a “Party,” and collectively the “Parties”) under and pursuant to the terms of that certain Master Lighting Services Agreement No. 0006, dated 11/1/2018, between the Parties (the “Agreement”). This Order covers certain Lighting and Construction Services authorized by this Order and is, along with the associated Schedule, incorporated into and made a part of the Agreement. Unless specifically defined otherwise herein, terms used in this Order with initial letters capitalized have the meanings given them in the Agreement. The Parties agree as follows:

ASSOCIATED SCHEDULE:

This Order is also entered into between the Parties in accordance with PSE’s Schedule 51, Electric Tariff G, and any future modifications of or changes to such Schedule as may be approved by the WUTC.

LIGHTING SERVICES DESCRIPTION

The upfront hook-up charge of the listed lighting units was estimated to be \$0 at this time*.

The City’s contractor is responsible for providing and installing the street lights, bases, conduit and wire per the PSE street light design. *If the system needs any repairs, or additional work done needed to bring it operational, the customer is responsible for these costs. Once we have inspected and tested the system, we will inventory and install serial tags on the poles, and begin flat rate billing for the lighting system.

Description and VOS:

System - (3) 58W Type V Selux Quadro H2 LED fixtures on 14’MH Lithonia Aeris Square straight steel base mount pole in dark bronze with Planter brackets, and (4) 75W Type III 4000K Lithonia Aeris fixtures in Dark Bronze and Lithonia Aeris Decorative arms in dark bronze, on 35’MH Lithonia Aeris Square straight steel base mount poles in dark bronze with Banner arms, all circuitry, hardware and handholes is: \$40,951.58 x .00074 monthly fac. = \$30.30.

BILLING:

Billing under this Order will be in accordance with the terms and conditions contained in the terms & conditions of Schedule 51, Electric Tariff G, and the Agreement, and any future modifications of or changes to such Schedule as may be approved by the WUTC.

The basis of the monthly energy charge for the Lighting Services as currently constituted under Rate Schedule 51 is as follows:

3 – 58W LED unit x \$1.47	\$4.41
4 – 75W LED unit x \$2.44	\$9.76

The total monthly charge for this installation is:

Monthly facilities charge	\$30.30
Monthly energy charge	\$14.17

Total monthly charge: \$44.47

For Construction Services and Costs, these costs will be billed as follows:

Upon completion of the Construction Services, PSE shall provide the Customer with an invoice for the Construction Costs incurred by PSE. Customer shall remit payment to PSE for the Construction Costs within thirty (30) days of receiving the invoice.

SERVICE TERM/REMOVAL AND SALVAGE COSTS:

Service under this Order is effective for a minimum of fifteen (15) years from the date of this Order (the “Base Term”) unless earlier terminated as provided for in the Agreement. If this Order is terminated for any reason during the Base Term, the Customer shall be responsible for all costs of removal of any Facilities associated with the Services, as well as any costs associated with PSE’s efforts to salvage the removed Facilities, as set forth in the applicable Schedule. After the expiration of the Base Term, this Order shall continue on a year-to-year basis until terminated by either Party upon at least one (1) year’s notice in writing (each, an “Extended Term” and, together with the Base Term, the “Term”) unless earlier terminated as provided for elsewhere in this Agreement. The Term may be adjusted by PSE in writing for existing systems purchased by PSE, based on the estimated remaining life and purchase price. If this Order is terminated during any Extended Term, the Customer shall not be responsible for the costs of removal of any Facilities associated with the Services, or any costs associated with PSE’s efforts to salvage the removed Facilities.

ADDITIONAL TERMS:

1. To transfer the energy and maintenance monthly billing, the new billing party must contact PSE in writing.
2. Non-standard facilities are not kept in PSE inventory for the purpose of maintenance; therefore replacement of non-standard components may not be within the same time as replacement of standard components.

If non-standard components are included in this Order, enter “X” here X.

3. The monthly billing party for the energy and maintenance will be: City of Kenmore

This Order, executed by Customer’s duly authorized representative as of the date first written above, is for the Lighting Services described above delivered under PSE’s Schedule 51.

Customer: City of Kenmore

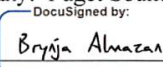
By: _____

Date: _____

Print Name

Title: _____

Company: Puget Sound Energy, Inc.

By:  _____
DocuSigned by:
1D854ADF33F84D3...

Date: 12/4/2019

Title: Account Sales Manager

Account Manager Brynja Almazan



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: October 2019 Financial Report	For Council Meeting Agenda of: January 13, 2020 Department: Finance and Administration Prepared by: Joanne Gregory, Director of Finance and Administration Initial & Date Approved by Department Head: [Signature] 1-4-20 Approved by City Attorney: Approved by Finance Director: [Signature] 1-4-20 Approved by City Manager: [Signature] Exhibits/Attachments: October 2019 Financial Report for the City of Kenmore, Washington.
<u>INFORMATION/BACKGROUND:</u> The October 2019 monthly financial report is presented for Council review. This provides the opportunity for the City Council and the community to receive information on the City of Kenmore's biennium to date revenues and expenditures in comparison to the City's 2019-2020 adopted biennial budget. The budget was adopted on November 19, 2018.	
<u>FISCAL CONSIDERATION:</u> October is the tenth month of the 2019-2020, 24-month biennium. As of October, revenues exceeded expenditures in the General Fund by \$1,602,080. The mid biennium budget review, to be completed in November, may result in several proposed amendments to the adopted budget.	
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> <u>Kenmore Budget Policy 9a:</u> A revenue/expenditure report will be produced monthly so that it can be directly compared to the actual results of the fiscal year to date. <u>Kenmore Budget Policy 9b:</u> All budget amendments, both revenues and expenditures, will be noted in the monthly report. <u>Priority Based Budgeting Result:</u> Governance: Supports decision-making with timely and accurate short-term and long-range analysis that enhances vision and planning.	



18120 68TH AVE. NE
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Rob Karlinsey, City Manager
FROM: Joanne Gregory, Finance Director
DATE: December 17, 2019
RE: October 2019 Financial Reports for the City of Kenmore, Washington

October 2019 financial information is presented for your review and delivery to the City Council. Attached you will find the following reports:

- General Fund Summary
- General Fund Revenue Graphs
- General Fund Expenditure Graphs
- Street Fund Summary
- Cash and Investment Report
- Investment Schedule
- Sales Tax Receipts by Business Type
- Retail Sales and Use Tax Distribution
- Real Estate Excise Tax Report
- Report for Transportation Benefit District

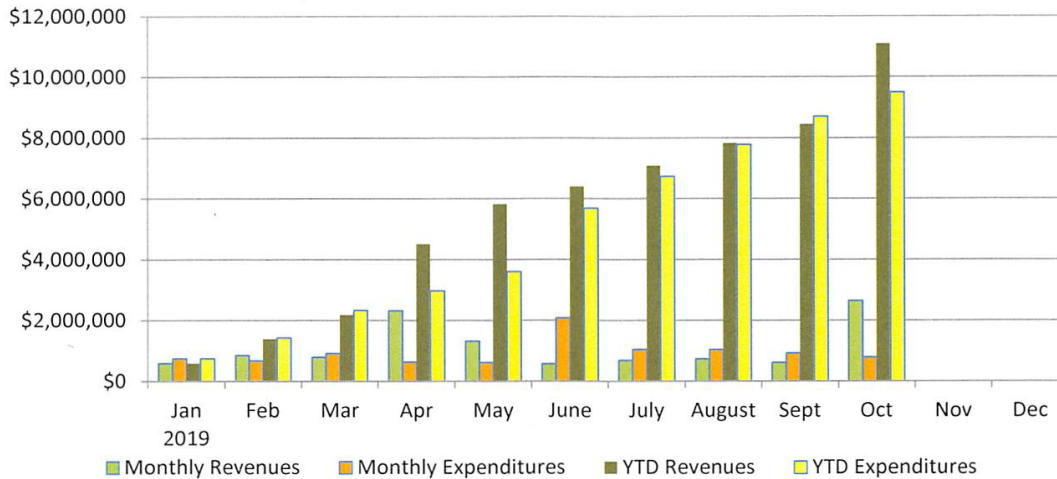
If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

GENERAL FUND

The first section of the monthly financial report is a review of the General Fund. This fund accounts for operational activities and includes all financial resources except those required or elected to be accounted for in another fund. Revenues include various taxes, per capita distributions from the State, fines and forfeitures, permits and licenses, and fees for service. In the context of the biennial budget, October is the tenth month (40%) of the 2019-2020 biennial budget period. For the month of October, revenues exceeded expenditures in the General Fund by \$1,862,965. Biennium to date revenues exceed expenditures by \$1,602,080.

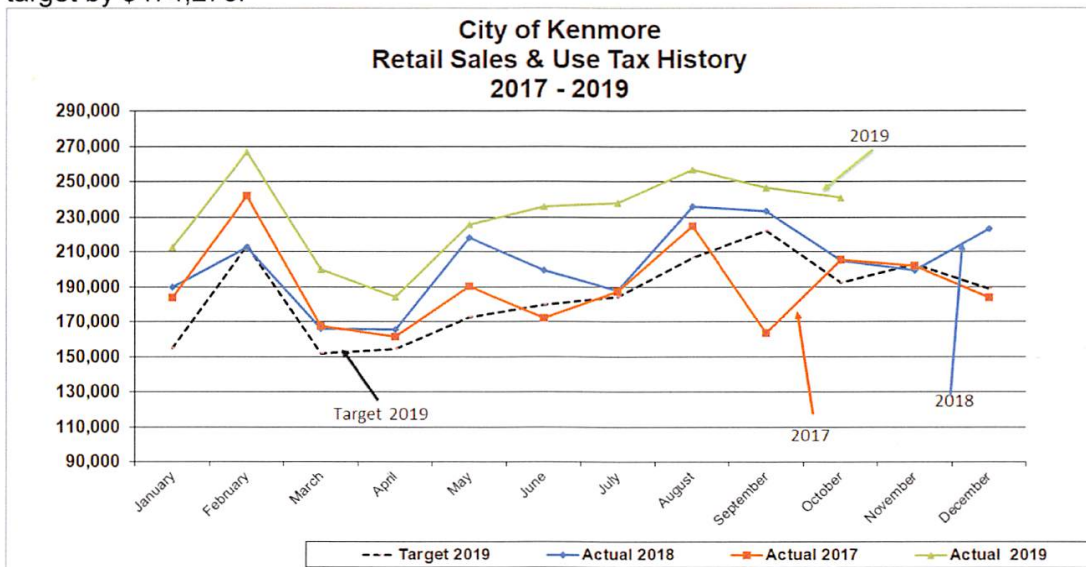
The following chart illustrates the monthly revenue and expenditure activity in the General Fund through October 2019.

City of Kenmore, Washington
Monthly Financial Report
October 2019



Total **revenues** for the month were **\$2,653,063**. Biennium to date revenues are \$11,097,610, which is 43% of the budgeted revenues of \$25,927,872. Primary sources of revenue for the month included property taxes in the amount of \$1,845,105, development fees & permits in the amount of \$79,595, retail sales and use taxes in the amount of \$241,117, franchise fees in the amount of \$199,577, and utility taxes in the amount of \$63,332.

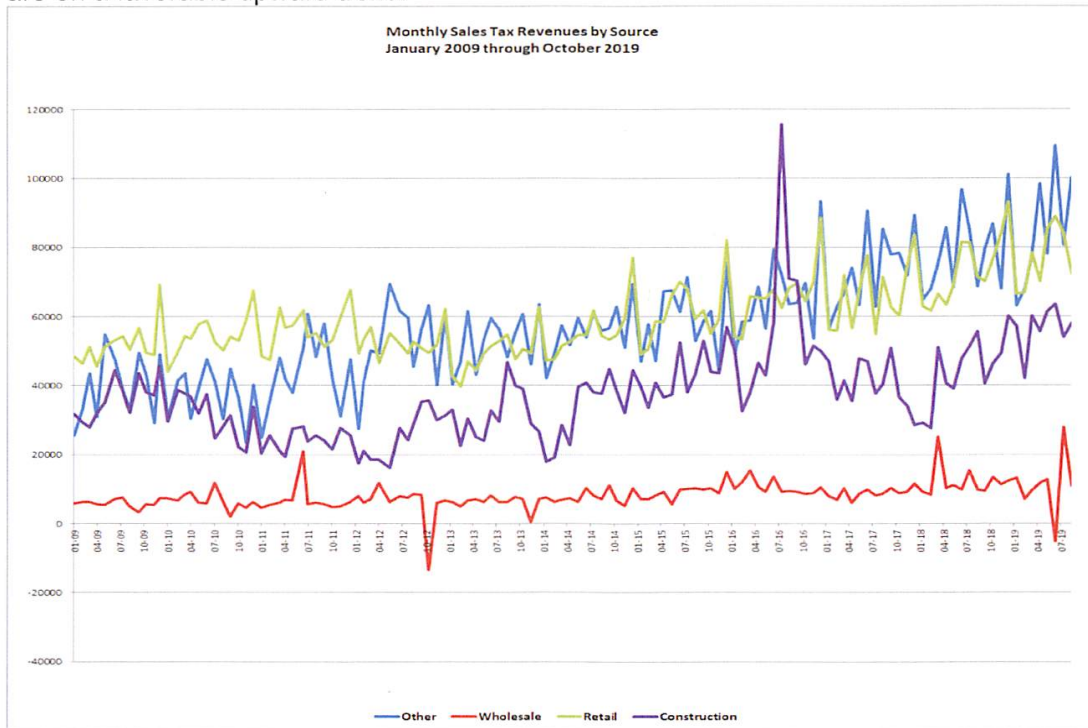
A summary of sales tax revenues received in October is attached. These receipts are based on August sales activity. The chart below gives a historical perspective of monthly sales tax receipts over the last several years. The black dotted Target 2019 line is a monthly average of actual receipts during 2016, 2017, and 2018. The green line represents 2019 actual receipts, which are \$293,090 above 2018 and ahead of the 2019 target by \$474,276.



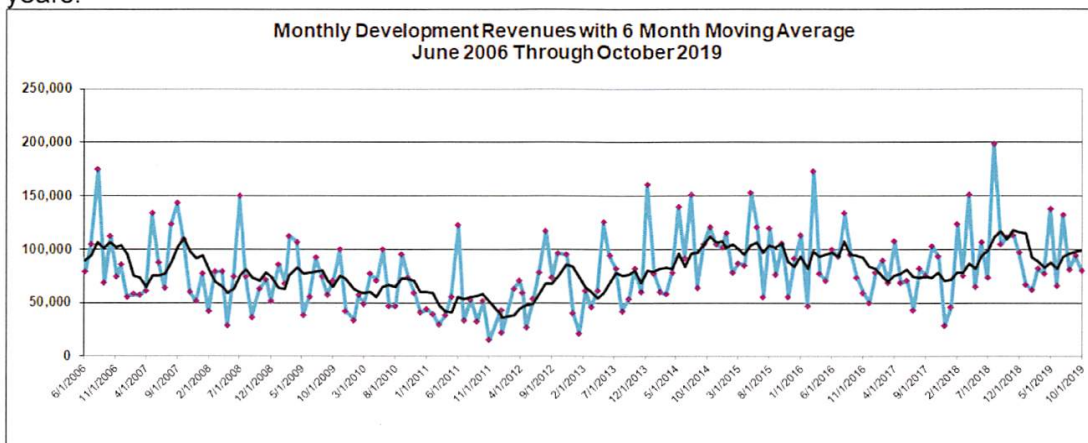
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City of Kenmore, Washington
 Monthly Financial Report
 October 2019

The following chart illustrates the historical trends of sales tax receipts from the major segments: construction, retail, wholesale, other (agriculture, services, manufacturing, transportation and utilities) from January 2009 through October 2019. Retail and Other are on a favorable upward trend.



The following chart illustrates the development revenue activity over the last thirteen years.



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City of Kenmore, Washington
Monthly Financial Report
October 2019

October 2019 expenditures were **\$790,098**. Biennium to date expenditures are \$9,495,530, which is 37% of the biennial budget expenditures of \$25,927,872.

Total City cash (\$21,210,049) and long-term investments (\$9,064,615), at the end of October, totaled \$30,274,664. Proposition 1 levy funds of \$8.2M are included in this cash balance. The Other Funds Monthly Activity graphs compare biennium to date revenues and expenditures to the 2019-2020 biennial budget.

Total non-General Fund revenues were \$1,602,543 and total non-General Fund expenditures were \$1,080,573.

In the **Street Fund** revenue from gas tax distributions were \$43,205. \$30,193 was expended for maintenance and operations during the month.

In the **Transportation Capital Fund**, there were expenditures in the amount of \$243,858 on pedestrian safety projects. The fund received \$139,472 in reimbursements during the month.

The **Park Impact Fee** fund received \$0 in revenues during the month.

There was \$0 in revenues for the **Transportation Impact Fee** fund during the month.

The **Real Estate Excise Tax Fund** received \$97,291 of real estate excise taxes (REET) in October from sales activity that occurred in September. 34 transactions were reported during the month. The 2019 year to date revenue is lower than the 2018 revenue by \$26,423 and the 2019 target by \$169,027.

The **Park Capital** fund had \$123,041 in Park improvement expenditures during the current month.

The **Walkways & Waterways Debt Service** Fund collected \$446,169 in property taxes related to the Prop 1 Bond for a biennium to date total revenue of \$1,116,916.

The **Transportation Benefit District** Fund received \$27,839 in vehicle license fees during the month.

SUMMARY

This concludes the financial report for the City of Kenmore as of **October 31, 2019**. I appreciate your feedback and encourage you to contact me if you have any questions prior to the City Council meeting.

City of Kenmore, Washington
General Fund Summary Report
October 31, 2019



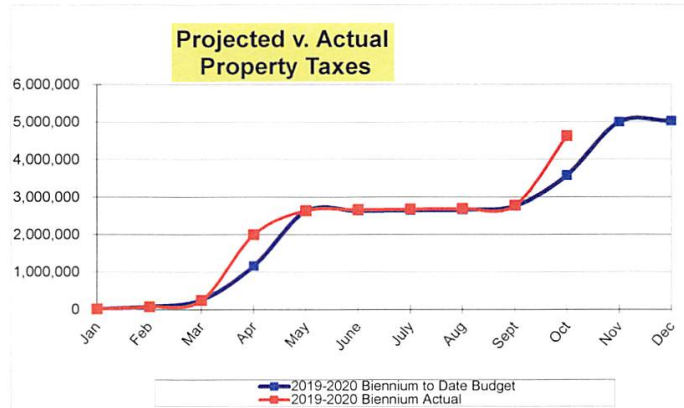
	CURRENT PERIOD 2019-2020				PREVIOUS PERIOD 2017-2018			
	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET
	<u>October 2019</u>	<u>2019-2020</u>	<u>BUDGET</u>	<u>2019-2020</u>	<u>October 2017</u>	<u>2017-2018</u>	<u>BUDGET</u>	<u>2017-2018</u>
REVENUES								
Beginning Fund Balance		4,934,368		4,934,368		3,138,914		3,131,687
Property Taxes	1,845,105	4,622,308	45.2%	10,224,205	639,592	3,237,961	34.1%	9,491,704
Sales and Use Taxes	301,802	2,899,148	51.2%	5,662,000	260,357	2,408,662	40.8%	5,906,291
Utility Taxes	63,332	870,381	35.3%	2,466,355	77,924	1,052,833	38.7%	2,717,485
Other Taxes	17,176	112,649	61.9%	181,868	4,288	64,466	29.6%	218,113
Development Fees & Permits	79,595	878,293	47.4%	1,854,042	103,143	785,831	38.3%	2,050,518
Franchise Fees	199,577	870,413	47.5%	1,831,835	79,511	735,029	42.2%	1,743,476
Intergovernmental and Grants	128,250	532,170	50.3%	1,057,677	45,423	392,719	46.7%	841,615
Investment Interest	11,692	88,345	92.7%	95,300	6,034	147,865	284.4%	52,000
Fines and Forfeitures	0	0	n/a	0	17,045	16,087	0.0%	0
Transfers and Other Revenues	6,535	223,903	8.8%	2,554,590	4,840	184,697	11.5%	1,600,972
Total Revenues	2,653,063	11,097,610	42.8%	25,927,872	1,238,156	9,026,150	36.7%	24,622,174
Total Revenues & Beginning Fund Balance		16,031,979		30,862,240		12,165,064		27,753,861

	CURRENT PERIOD 2019-2020				PREVIOUS PERIOD 2017-2018			
	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET
	<u>October 2019</u>	<u>2019-2020</u>	<u>BUDGET</u>	<u>2019-2020</u>	<u>October</u>	<u>2017-2018</u>	<u>BUDGET</u>	<u>2017-2018</u>
EXPENDITURES								
Cost Center								
City Council	8,167	143,718	35.9%	400,337	4,792	126,996	38.6%	329,426
City Manager	103,724	1,360,357	40.8%	3,331,467	97,098	1,260,983	37.9%	3,328,297
City Clerk	22,091	284,087	33.2%	856,966	20,492	195,074	45.9%	425,368
Finance	45,014	781,727	42.2%	1,851,887	37,321	779,594	46.6%	1,672,775
Legal	15,470	235,051	44.3%	530,000	9,737	199,381	39.9%	500,000
Interfund Transfers	0	0	0.0%	1,602,484	0	498,085	35.5%	1,403,228
Public Safety	124,098	2,935,392	32.1%	9,133,991	325,094	2,972,996	33.8%	8,806,304
Engineering & Environmental Services	39,017	583,557	35.2%	1,658,620	51,850	602,609	42.6%	1,415,011
Community Development	56,241	674,614	39.7%	1,698,893	49,283	491,496	28.7%	1,715,510
Developmental Services	138,694	963,797	39.6%	2,436,502	88,990	894,134	42.0%	2,131,288
Parks & Facility Maintenance	237,582	1,533,230	63.2%	2,426,725	118,825	777,017	27.2%	2,854,489
Total Expenditures	790,098	9,495,530	36.6%	25,927,872	803,482	8,798,366	35.8%	24,581,696
Ending Fund Balance	1,862,965	6,536,448	0	4,934,368		3,366,698		3,172,165
Total Expenditures and Ending Fund Balance		16,031,979		30,862,240		12,165,064		27,753,861

*Non-Departmental expenditures have been moved to other General Fund Cost Centers

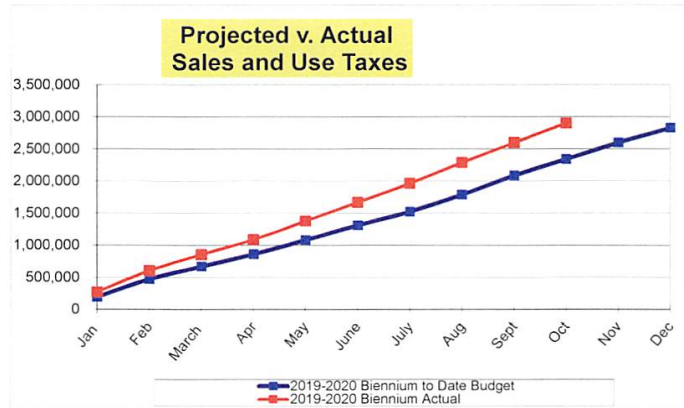
**City of Kenmore, Washington
General Fund Revenue Graphs
October 31, 2019
PROPERTY TAXES**

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	16,142	15,956
Feb	78,314	72,268
Mar	262,932	245,480
Apr	1,163,061	1,997,487
May	2,621,823	2,636,674
June	2,635,867	2,665,669
July	2,649,793	2,683,171
Aug	2,664,592	2,698,195
Sept	2,765,669	2,777,203
Oct	3,581,266	4,622,308
Nov	4,995,859	
Dec	5,024,414	
2019-20	10,224,205	
Year To Date		
Actual v. Projected		129%



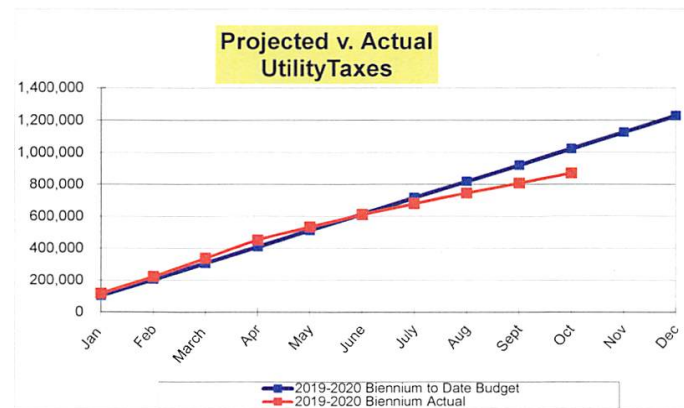
SALES, USE, CRIM JUSTICE TAXES

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	193,303	269,980
Feb	471,720	604,138
March	669,878	856,863
Apr	861,174	1,088,185
May	1,081,140	1,374,734
June	1,310,286	1,666,385
July	1,523,681	1,964,263
Aug	1,787,898	2,288,017
Sept	2,086,187	2,597,346
Oct	2,340,752	2,899,148
Nov	2,598,277	
Dec	2,827,000	
2019-20	5,662,000	
Year To Date		
Actual v. Projected		124%



UTILITY TAXES

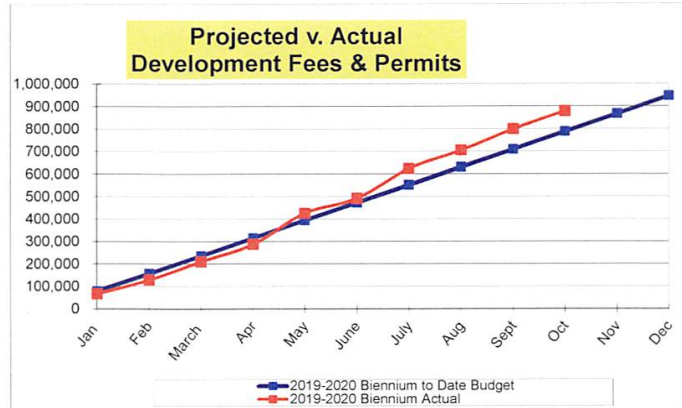
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	102,250	116,230
Feb	204,500	222,289
March	306,750	336,885
Apr	409,000	451,726
May	511,250	532,513
June	613,500	609,980
July	715,750	678,336
Aug	818,000	744,185
Sept	920,250	807,049
Oct	1,022,500	870,381
Nov	1,124,750	
Dec	1,227,000	
2019-20	2,466,355	
Year To Date		
Actual v. Projected		85%



**City of Kenmore, Washington
General Fund Revenue Graphs
October 31, 2019**

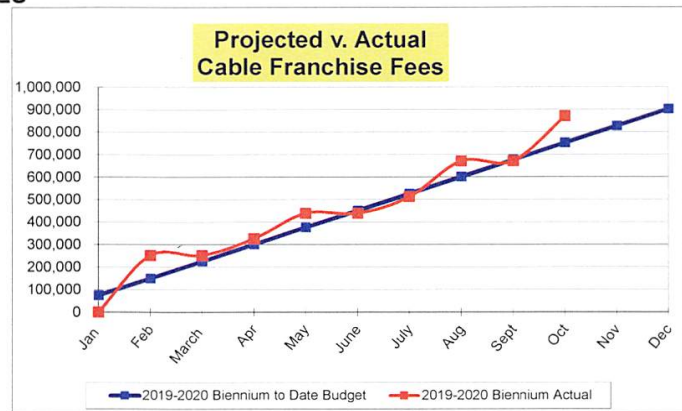
DEVELOPMENT FEES & PERMITS

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	78,798	66,225
Feb	157,596	128,413
March	236,394	210,056
Apr	315,192	287,371
May	393,990	425,533
June	472,788	491,649
July	551,586	623,701
Aug	630,384	704,660
Sept	709,182	798,699
Oct	787,980	878,293
Nov	866,778	
Dec	945,576	
'2019-20	1,854,042	
Year To Date		
Actual v. Projected		111%



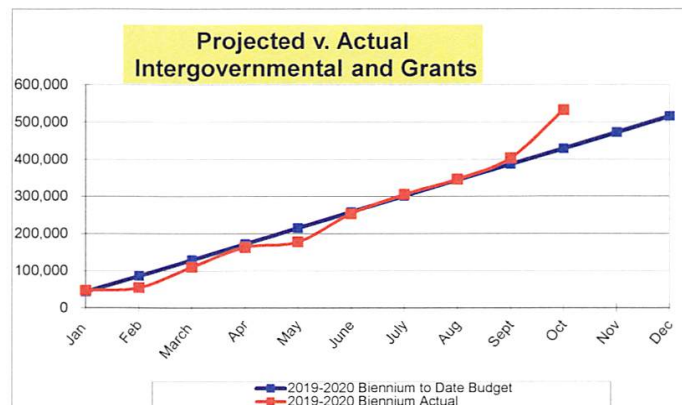
CABLE/WATER/SEWER FRANCHISE FEES

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	75,199	0
Feb	150,397	252,172
March	225,596	252,172
Apr	300,794	326,352
May	375,993	438,724
June	451,191	438,724
July	526,390	512,364
Aug	601,588	670,837
Sept	676,787	670,837
Oct	751,985	870,413
Nov	827,184	
Dec	902,382	
'2019-20	1,831,835	
Year To Date		
Actual v. Projected		116%



INTERGOVERNMENTAL & GRANTS

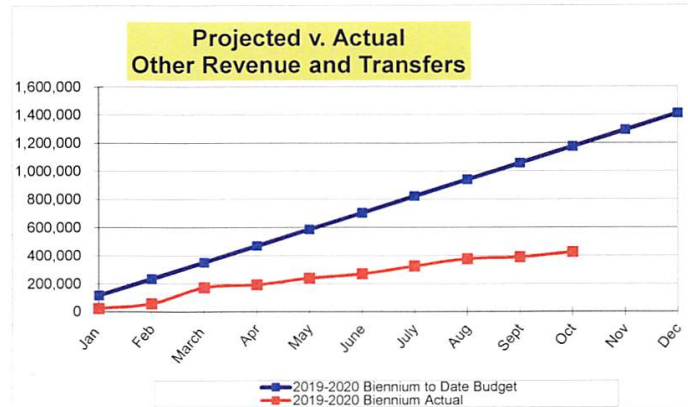
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	42,971	47,201
Feb	85,942	54,089
March	128,913	109,670
Apr	171,884	163,004
May	214,855	177,453
June	257,826	253,048
July	300,796	304,878
Aug	343,767	345,687
Sept	386,738	403,920
Oct	429,709	532,170
Nov	472,680	
Dec	515,651	
'2019-20	1,057,677	
Year To Date		
Actual v. Projected		124%



**City of Kenmore, Washington
General Fund Revenue Graphs
October 31, 2019**

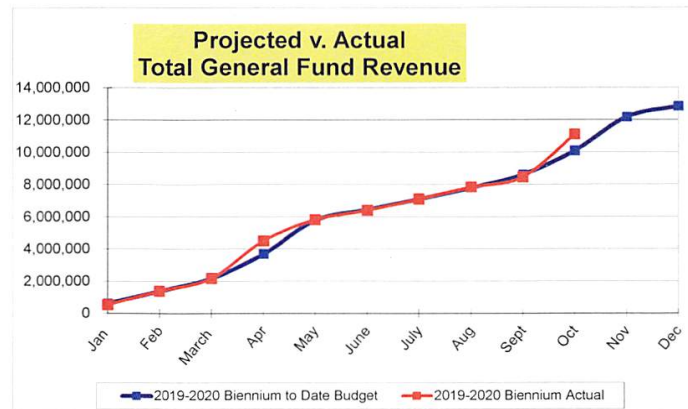
OTHER REVENUES AND TRANSFERS

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	117,537	24,088
Feb	235,074	58,157
March	352,611	173,597
Apr	470,148	194,013
May	587,685	239,688
June	705,222	270,394
July	822,759	325,201
Aug	940,296	375,765
Sept	1,057,833	389,494
Oct	1,175,370	424,897
Nov	1,292,907	
Dec	1,410,444	
2019-20	2,831,758	
Year To Date		
Actual v. Projected		36%



TOTAL GENERAL FUND REVENUE

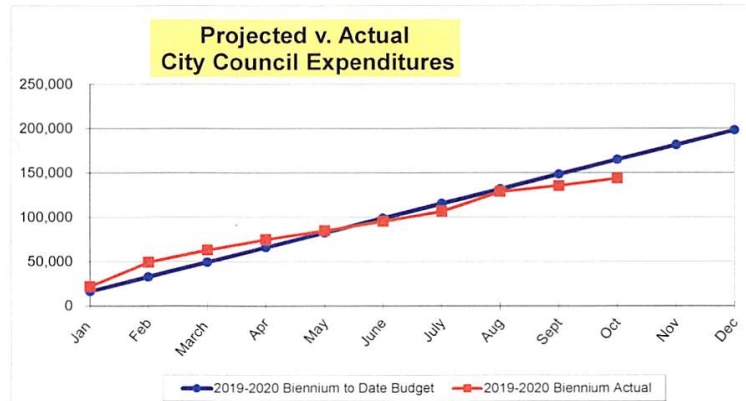
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	626,199	539,680
Feb	1,383,543	1,391,527
March	2,183,074	2,184,723
Apr	3,691,252	4,508,138
May	5,786,734	5,825,319
June	6,446,680	6,395,848
July	7,090,755	7,091,915
Aug	7,786,525	7,827,346
Sept	8,602,645	8,444,547
Oct	10,089,562	11,097,610
Nov	12,178,435	
Dec	12,852,467	
2019-20	25,927,872	
Year To Date		
Actual v. Projected		110%



City of Kenmore, Washington
General Fund Expenditure Graphs
October 31, 2019

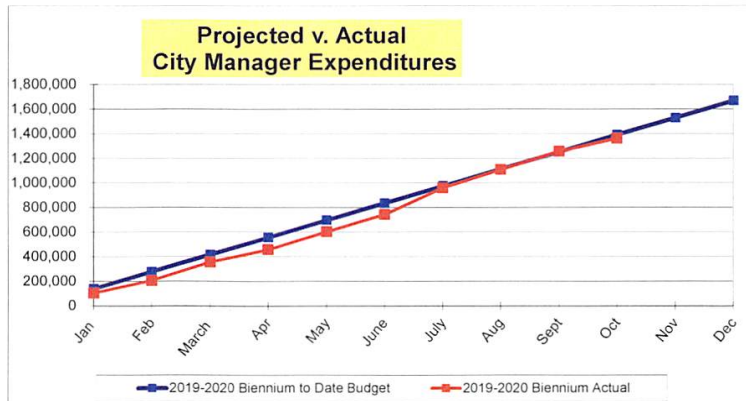
CITY COUNCIL

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	16,496	22,063
Feb	32,992	49,221
March	49,488	62,792
Apr	65,984	75,001
May	82,480	84,740
June	98,977	95,204
July	115,473	106,626
Aug	131,969	128,803
Sept	148,465	135,551
Oct	164,961	143,718
Nov	181,457	
Dec	197,953	
2019-20	400,337	
Year To Date		
Actual v. Projected		87%



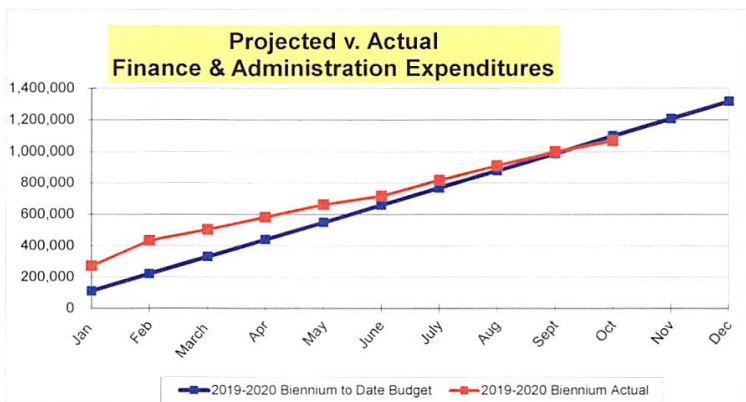
CITY MANAGER

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	139,070	104,052
Feb	278,140	205,694
March	417,210	356,226
Apr	556,280	457,138
May	695,350	602,227
June	834,421	741,459
July	973,491	957,531
Aug	1,112,561	1,107,936
Sept	1,251,631	1,256,633
Oct	1,390,701	1,360,357
Nov	1,529,771	
Dec	1,668,841	
2019-20	3,331,467	
Year To Date		
Actual v. Projected		98%



FINANCE & ADMINISTRATION

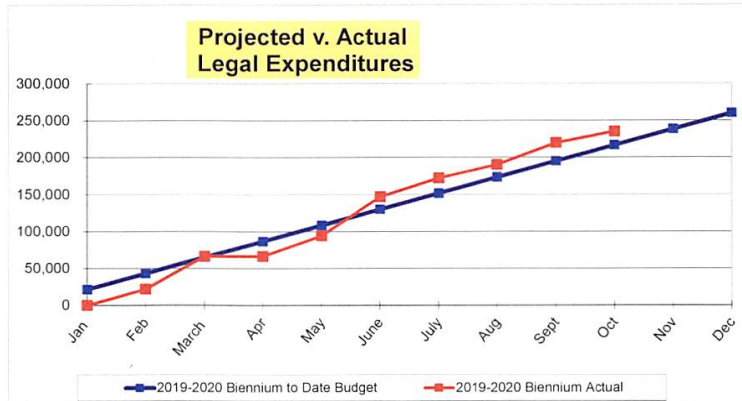
	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	109,736	269,600
Feb	219,471	431,276
March	329,207	503,061
Apr	438,942	582,217
May	548,678	660,942
June	658,414	715,697
July	768,149	816,659
Aug	877,885	911,624
Sept	987,620	998,709
Oct	1,097,356	1,065,814
Nov	1,207,091	
Dec	1,316,827	
2019-20	2,708,853	
Year To Date		
Actual v. Projected		97%



**City of Kenmore, Washington
General Fund Expenditure Graphs
October 31, 2019**

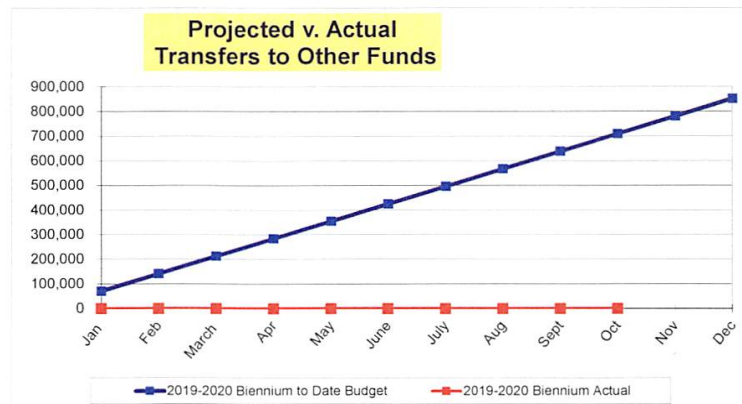
LEGAL

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	21,667	0
Feb	43,333	22,119
March	65,000	66,212
Apr	86,667	66,212
May	108,333	94,270
June	130,000	146,975
July	151,667	171,987
Aug	173,333	190,275
Sept	195,000	219,582
Oct	216,667	235,051
Nov	238,333	
Dec	260,000	
2019-20	530,000	
Year To Date		
Actual v. Projected		108%



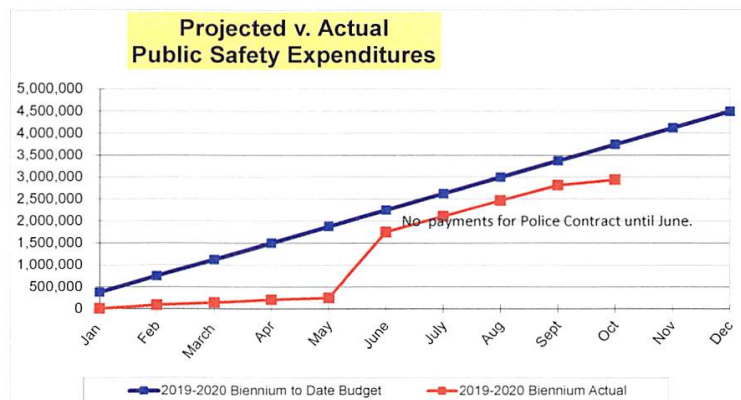
TRANSFERS TO OTHER FUNDS

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	70,991	0
Feb	141,983	0
March	212,974	0
Apr	283,966	0
May	354,957	0
June	425,949	0
July	496,940	0
Aug	567,931	0
Sept	638,923	0
Oct	709,914	0
Nov	780,906	0
Dec	851,897	0
2019-20	1,602,484	
Year To Date		
Actual v. Projected		0%



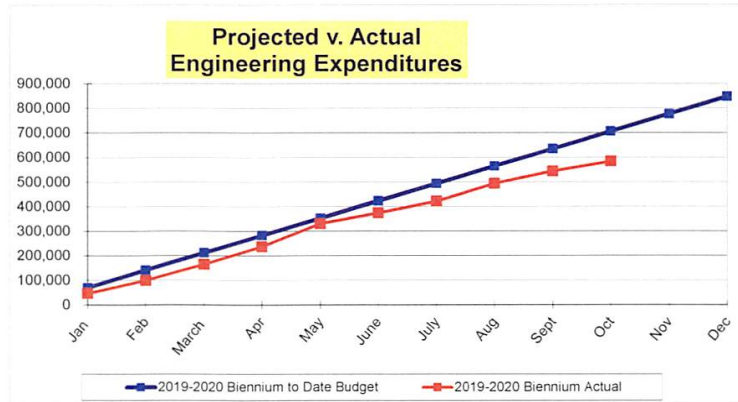
PUBLIC SAFETY

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	374,381	4,167
Feb	748,763	83,327
March	1,123,144	139,422
Apr	1,497,525	206,168
May	1,871,906	247,288
June	2,246,288	1,751,151
July	2,620,669	2,106,100
Aug	2,995,050	2,465,101
Sept	3,369,431	2,811,294
Oct	3,743,813	2,935,392
Nov	4,118,194	
Dec	4,492,575	
2019-20	9,133,991	
Year To Date		
Actual v. Projected		78%



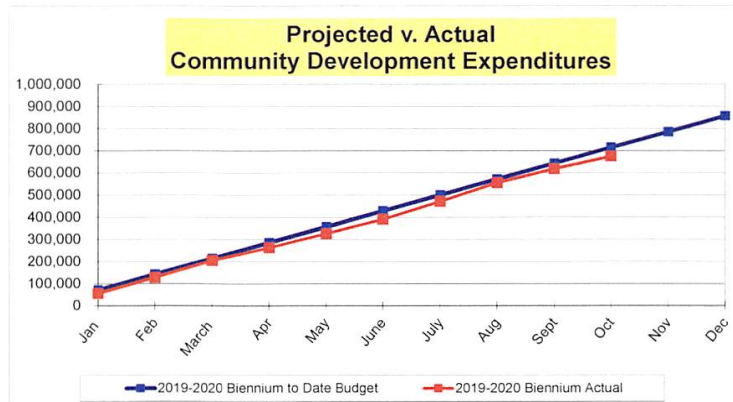
City of Kenmore, Washington
General Fund Expenditure Graphs
October 31, 2019
ENGINEERING

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	70,640	46,711
Feb	141,281	99,615
March	211,921	164,832
Apr	282,562	237,584
May	353,202	330,604
June	423,843	374,066
July	494,483	422,180
Aug	565,123	494,604
Sept	635,764	544,540
Oct	706,404	583,557
Nov	777,045	
Dec	847,685	
2019-20	1,658,620	
Year To Date		
Actual v. Projected		83%



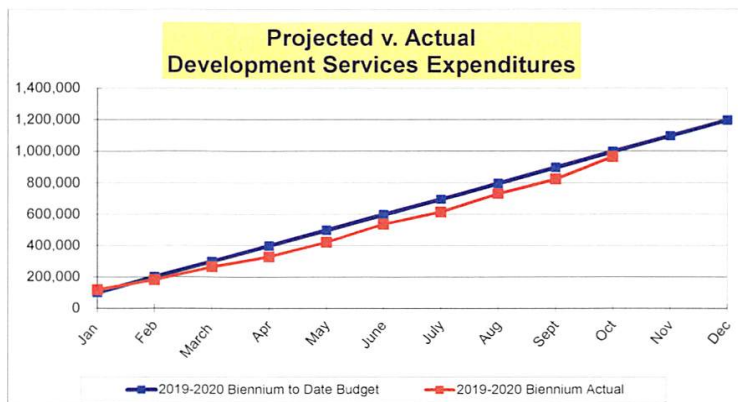
COMMUNITY DEVELOPMENT

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	71,551	55,205
Feb	143,102	128,125
March	214,653	205,773
Apr	286,203	263,084
May	357,754	326,000
June	429,305	391,375
July	500,856	470,899
Aug	572,407	555,711
Sept	643,958	618,373
Oct	715,508	674,614
Nov	787,059	
Dec	858,610	
2019-20	1,698,893	
Year To Date		
Actual v. Projected		94%



DEVELOPMENT SERVICES

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
Jan	99,642	118,215
Feb	199,283	179,150
March	298,925	263,769
Apr	398,567	328,719
May	498,208	421,046
June	597,850	536,548
July	697,492	614,591
Aug	797,133	733,104
Sept	896,775	825,102
Oct	996,417	963,797
Nov	1,096,058	
Dec	1,195,700	
2019-20	2,436,502	
Year To Date		
Actual v. Projected		97%



**City of Kenmore, Washington
General Fund Expenditure Graphs
October 31, 2019**

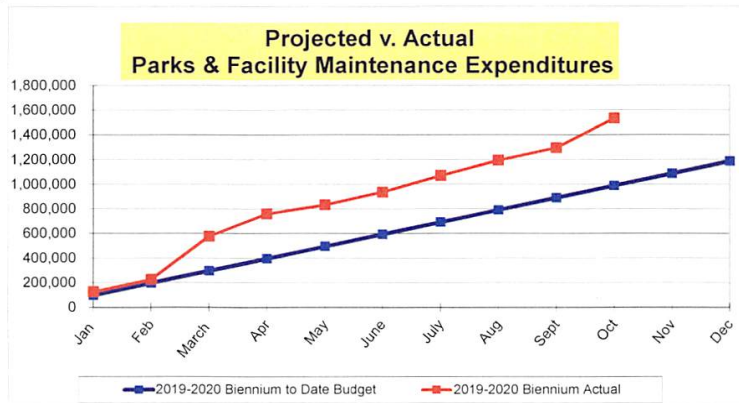
PARKS & FACILITY MAINTENANCE

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
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Jan	98,948	126,627
Feb	197,897	225,820
March	296,845	577,287
Apr	395,793	760,555
May	494,742	832,862
June	593,690	935,732
July	692,638	1,070,661
Aug	791,587	1,194,367
Sept	890,535	1,295,648
Oct	989,483	1,533,230
Nov	1,088,432	
Dec	1,187,380	
2019-20	2,426,725	
Year To Date		

Actual v. Projected

155%



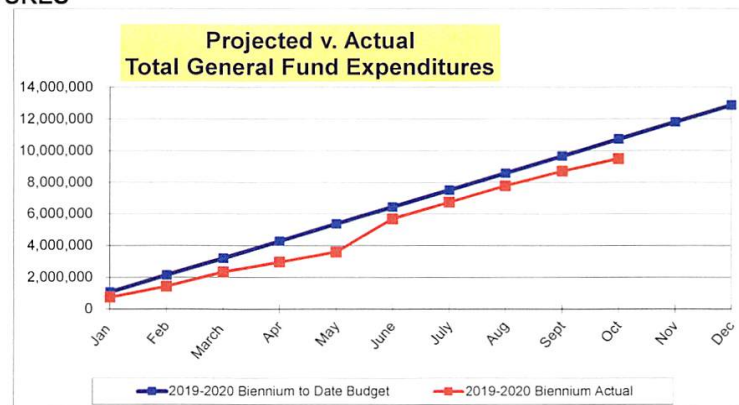
TOTAL GENERAL FUND EXPENDITURES

	2019-2020 Biennium to Date Budget	2019-2020 Biennium Actual
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Jan	1,073,122	746,640
Feb	2,146,245	1,424,346
March	3,219,367	2,339,375
Apr	4,292,489	2,976,679
May	5,365,612	3,599,979
June	6,438,734	5,688,207
July	7,511,856	6,737,233
Aug	8,584,979	7,781,525
Sept	9,658,101	8,705,433
Oct	10,731,223	9,495,530
Nov	11,804,346	
Dec	12,877,468	
2019-20	25,927,872	
Year To Date		

Actual v. Projected

88%



**City of Kenmore, Washington
Street Fund Summary Report
October 31, 2019**



	MONTH	BIENNIUM TO DATE	% of	BUDGET
	<u>October 2019</u>	<u>2019-2020</u>	<u>BUDGET</u>	<u>2019-2020</u>
<u>REVENUES</u>				
Beginning Fund Balance		926,962		926,962
Fuel Tax	43,205	397,470	39.5%	1,006,385
Investment Interest	476	7,627	152.5%	5,000
Miscellaneous	379	10,196	509.8%	2,000
ROW Permit Fees/Inspections	6,000	121,344	50.6%	240,000
Multimodal Transportation	0	23,798	37.8%	62,910
Transfer from General Fund	0	0	0.0%	1,602,484
Transfer from TBD	0	0	0.0%	716,000
Total Revenues	50,060	560,435	15.4%	3,634,779
Total Revenues & Beginning Fund Balance		1,487,397		4,561,741

		BIENNIUM TO DATE	% of	BUDGET
		<u>2019-2020</u>	<u>BUDGET</u>	<u>2019-2020</u>
<u>EXPENDITURES</u>				
Salary and Benefits	50,312	550,343	41.7%	1,320,880
Maintenance & Operations	30,193	509,333	23.5%	2,163,899
Capital	0	144,464	96.3%	150,000
Total Expenditures	80,505	1,204,140	33.1%	3,634,779
Ending Fund Balance		283,257		926,962
Total Expenditures and Ending Fund Balance		1,487,397		4,561,741

City of Kenmore, Washington
Cash and Investment Report
October 31, 2019



Fund	Beg. Cash & Inv. from Prev. Mo.	Monthly Revenues	Monthly Expenditures	End. Cash & Inv. Current Month
General	\$4,673,482	\$2,653,063	\$790,098	6,536,448
Street	313,701	50,060	80,505	283,256
Transportation Capital	141,995	139,471	703,236	(421,771)
Public Art	70,465	119	0	70,584
Park Impact Fee	680,993	1,147	0	682,140
Transportation Impact Fee	3,142,974	5,295	0	3,148,269
Swamp Creek Basin	1,475,176	2,485	0	1,477,661
Transportation Benefit District	391,394	28,545	0	419,939
Sammamish Bridge Replacement	2,102,930	11,561	7,161	2,107,330
Walkways & Waterways Debt Service	724,134	446,169	0	1,170,303
Real Estate Excise Tax	1,945,535	100,732	0	2,046,268
Kenmore Village	3	0	0	3
Park Capital	-1,078,681	0	123,041	(1,201,722)
Walkways & Waterways Bond	6,942,984	14,374	0	6,957,358
Surface Water Management	1,533,032	781,773	130,441	2,184,365
Surface Water Capital	-146,077	0	4,922	(150,999)
Public Works Shop Fund	0	0	0	0
Strategic Reserve	1,327,684	2,237	0	1,329,921
Strategic Opportunities	2,214,061	3,705	14,897	2,202,869
Equipment Replacement	558,461	941	0	559,401
Trust & Agency	873,180	13,929	16,370	870,738
Totals	\$27,887,426	\$4,255,606	\$1,870,671	\$30,272,362

Fund	Cash, Savings, Local Govt Investment Pool	(> One Year) Fixed Investments	Total
General	\$2,607,282	\$3,929,616	6,536,898
Street	-566,743	850,000	283,257
Transportation Capital	-421,771	0	(421,771)
Public Art	55,583	15,000	70,583
Park Impact Fee	-247,858	930,000	682,142
Transportation Impact Fee	3,118,271	30,000	3,148,271
Swamp Creek Basin	77,662	1,400,000	1,477,662
Transportation Benefit District	419,938	0	419,938
Sammamish Bridge Replacement	2,107,330	0	2,107,330
Walkways & Waterways Debt Service	1,170,303	0	1,170,303
Real Estate Excise Tax	2,046,266	0	2,046,266
Kenmore Village	0	0	0
Park Capital	-1,201,722	0	(1,201,722)
Walkways & Waterways Bond	6,957,358	0	6,957,358
Surface Water Management	1,674,366	510,000	2,184,366
Surface Water Capital	-150,999	0	(150,999)
Public Works Shop Fund	0	0	0
Strategic Reserve	479,922	850,000	1,329,922
Strategic Opportunities	2,202,870	0	2,202,870
Equipment Replacement	109,401	450,000	559,401
Trust & Agency	770,734	100,000	870,734
Totals	\$21,208,194	\$9,064,616	\$30,272,809

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City of Kenmore, Washington
Investment Schedule
October 31, 2019



Average Yield to Maturity-Securities							Overall Average Yield	1.73%
Report by Security	Investment #	Type	Maturity Date	Purchase Date	Rate	Yield	Principal or Balance	Yield Equivalents
Morgan Stanley								
	3134G9GR2	FHLMC	8/18/2020	8/7/2017	1.60%	1.62%	999,500.00	16,191.90
	3130ACTL8	FHLB	11/25/2020	12/22/2017	1.95%	1.95%	997,650.00	19,454.18
	3133EHL2	FHLB	3/5/2020	9/19/2017	1.54%	1.54%	999,000.00	15,384.60
	3130AB3N4	FHLB	10/29/2019	4/28/2017	1.55%	1.55%	1,000,750.00	15,511.63
Total Morgan Stanley Purchases							3,996,900.00	66,542.30
Time Value Investments								
	3130A7RL1	FHLB	4/19/2021	1/26/2017	1.80%	1.80%	992,893.00	17,872.07
	3133EJSU4	FFCB	12/26/2019	7/11/2018	2.53%	2.53%	1,001,561.00	25,339.49
	76116FAG2	RFCSP	1/15/2021	5/31/2018	2.50%	2.50%	999,718.18	24,992.95
	3136G4ED1	FNMA	10/25/2021	4/22/2019	2.36%	2.36%	1,073,543.26	25,335.62
Total TVI Purchases							4,067,715.44	93,540.14
Opus Bank CD's								
	11495975	CD	8/10/2020	8/10/2019	2.50%	2.50%	1,000,000.00	24,970.00
Total Cascade Bank CD's							1,000,000.00	24,970.00
TOTAL ALL SECURITIES							\$ 9,064,615.44	\$ 185,052.44
						Banner Checking and Savings	0.07% Banner	4,943,501.68
						Opus Savings	2.11% Opus	3,121,227.12
						LGIP - Primary Account	2.06% LGIP	4,897,654.37
						LGIP - Bond Proceeds Account	2.06% LGIP	8,247,665.42
						Total Accounts		\$ 30,274,664.03
								524,585.98

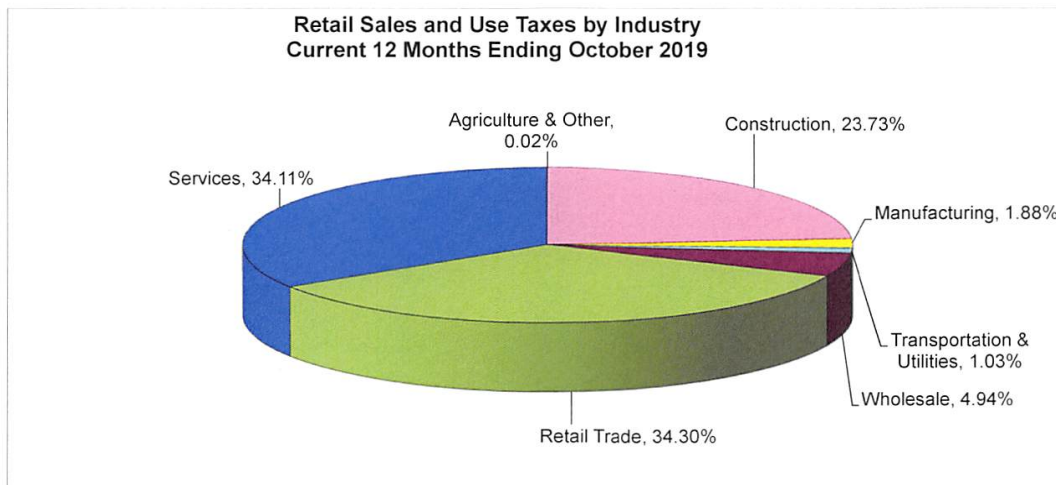
City of Kenmore, Washington
SALES TAX RECEIPTS BY BUSINESS TYPE
 October 2019

	SALES TAX	USE TAX	TOTAL	PERCENT
AGRICULTURE & OTHER	51.48	0.00	51.48	0.0%
CONSTRUCTION	56,871.56	1,045.72	57,917.28	24.0%
MANUFACTURING	4,618.54	4.16	4,622.70	1.9%
TRANSPORTATION & UTILITIES	849.06	1,495.20	2,344.26	1.0%
WHOLESALE	10,737.00	102.72	10,839.72	4.5%
RETAIL TRADE	72,134.92	97.57	72,232.50	30.0%
SERVICES	75,901.16	610.48	76,511.64	31.7%
INFORMATION	9,157.33	86.47	9,243.80	3.8%
PUBLIC SERVICES	12.99	7,340.87	7,353.86	3.0%
	<u>230,334.04</u>	<u>10,783.19</u>	<u>241,117.23</u>	<u>100.0%</u>

City of Kenmore, Washington
Retail Sales and Use Tax Distribution
October 31, 2019

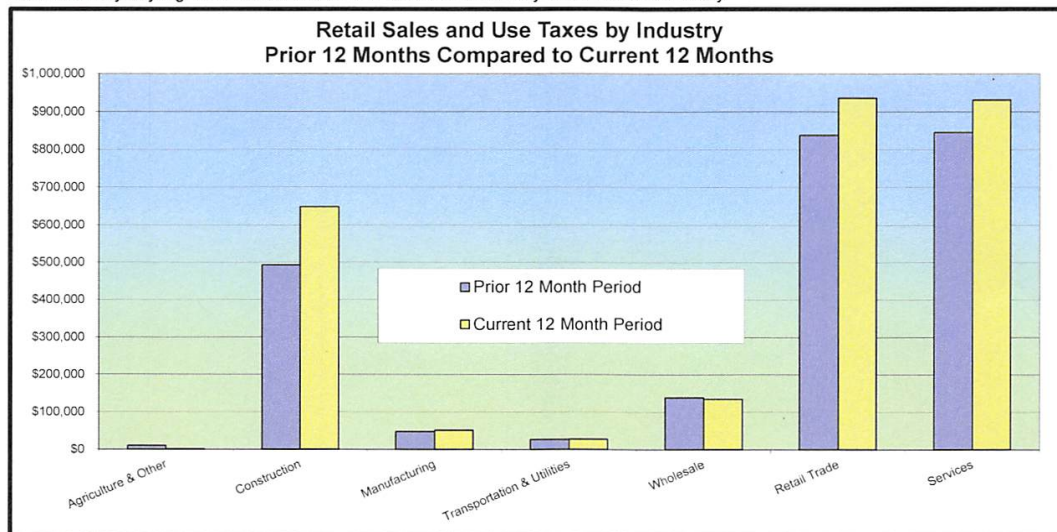


Industry	Prior 12 Months ending October 2018	Current 12 Months ending October 2019	% Increase/ (Decrease)	% of Total
Agriculture & Other (Landscaping, Animal Hospitals)	\$10,209	\$624	-93.89%	0.02%
Construction	492,361	647,822	31.57%	23.73%
Manufacturing (Printing, Publishing, Other Manuf.)	48,070	51,228	6.57%	1.88%
Transp/Comm/Utilities (Telecomm., Air Transport.)	26,764	28,023	4.71%	1.03%
Wholesale (Lumber, Other Wholesale)	138,982	134,903	-2.93%	4.94%
Retail Trade (Eating, Merchandise, Food Stores)	838,281	936,450	11.71%	34.30%
Services (Auction, Recreation, Auto Repair, Financial)	845,459	931,209	10.14%	34.11%
Totals	\$2,400,126	\$2,730,259	13.75%	100%
Increase/(Decrease)		\$330,133	13.75%	



NOTE: Due to the City's Confidentiality Agreement with the Department of Revenue, specific business information cannot be disclosed.

There is a sixty-day lag between sales taxes collected and when they are remitted to the City



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City of Kenmore, Washington
Real Estate Excise Tax Report
October 31, 2019



Real Estate Excise Taxes (REET)
2016 - 2019 Monthly Receipts

	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Target 2019
January	122,819	176,657	99,205	67,141	132,894
February	70,146	94,134	82,263	84,215	82,181
March	110,066	170,086	89,698	89,106	123,284
April	133,161	126,245	148,514	104,430	135,973
May	129,599	139,422	144,906	96,756	137,976
June	167,575	211,430	181,182	201,666	186,729
July	177,426	163,138	181,974	109,538	174,179
August	165,397	114,754	115,421	240,124	131,857
September	136,176	221,719	128,704	153,174	162,200
October	150,786	186,805	97,998	97,291	145,196
November	124,437	150,187	102,373		125,666
December	131,651	146,159	112,490		130,100
	\$1,619,239	\$1,900,736	\$1,484,728	\$1,243,442	\$1,668,234

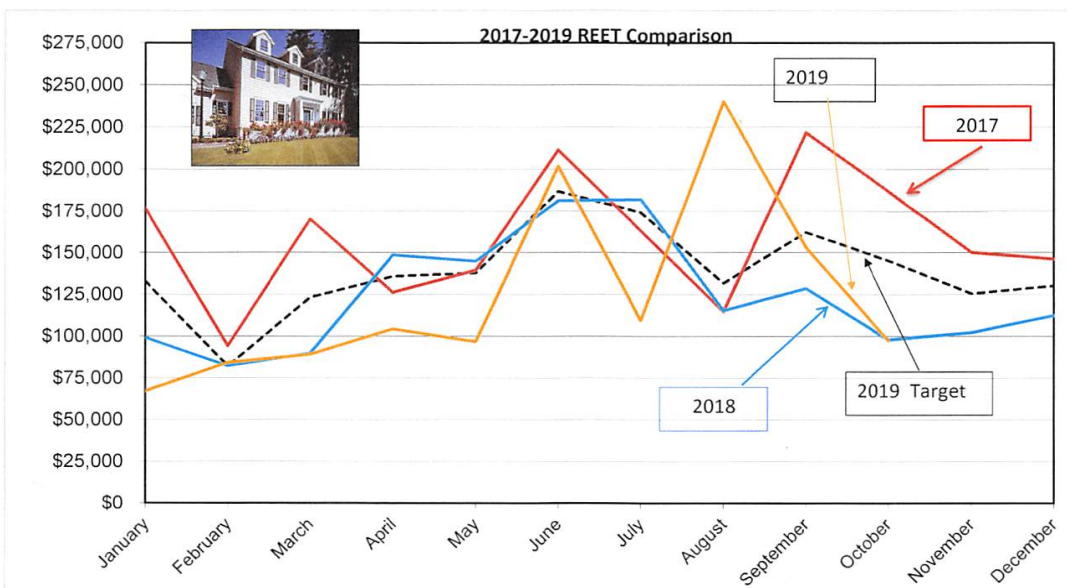
For 2019, REET is \$26,423 less than the same period last year and less than the 2019 target by \$169,027

* NOTE THE 2019 target is computed on a 3 year average (2016-2018) of actual receipts

Real Estate Excise Taxes (REET)
2016 - 2019 Property Sales > \$500,000

sales actually occur in the prior month; there is a 30 day lag between sales and when the City receives the rev.

	2016	2017	2018	2019	2016	2017	2018	2019
January	18,590,517	27,548,430	17,379,581	12,424,500	92,023	136,365	86,029	61,501
February	9,701,034	19,017,050	15,277,640	14,286,900	48,020	94,134	75,624	70,720
March	15,147,174	29,692,641	13,818,387	15,106,888	74,979	146,979	68,401	74,779
April	21,160,913	19,953,544	23,896,450	19,671,000	104,747	98,770	118,287	97,371
May	19,813,122	24,277,456	25,710,632	16,722,738	98,075	120,173	127,268	82,778
June	26,065,161	36,414,050	31,816,871	36,281,428	129,023	180,250	157,494	179,593
July	24,020,546	28,779,145	32,800,185	20,426,900	118,902	142,457	162,361	101,113
August	21,648,781	18,859,991	19,693,600	44,530,295	107,161	93,357	97,483	220,425
September	16,950,242	38,431,272	22,172,221	23,545,383	83,904	190,235	109,752	116,550
October	21,157,409	31,278,148	14,697,849	15,876,738	104,729	154,827	72,754	78,590
November	16,916,011		16,347,581		83,734	0	80,921	0
December	20,607,695	25,603,889	19,908,284		102,008	126,739	98,546	0
	\$231,778,605	\$299,855,616	\$253,519,281	\$218,872,770	1,147,305	\$1,484,286	\$1,254,920	\$1,083,420

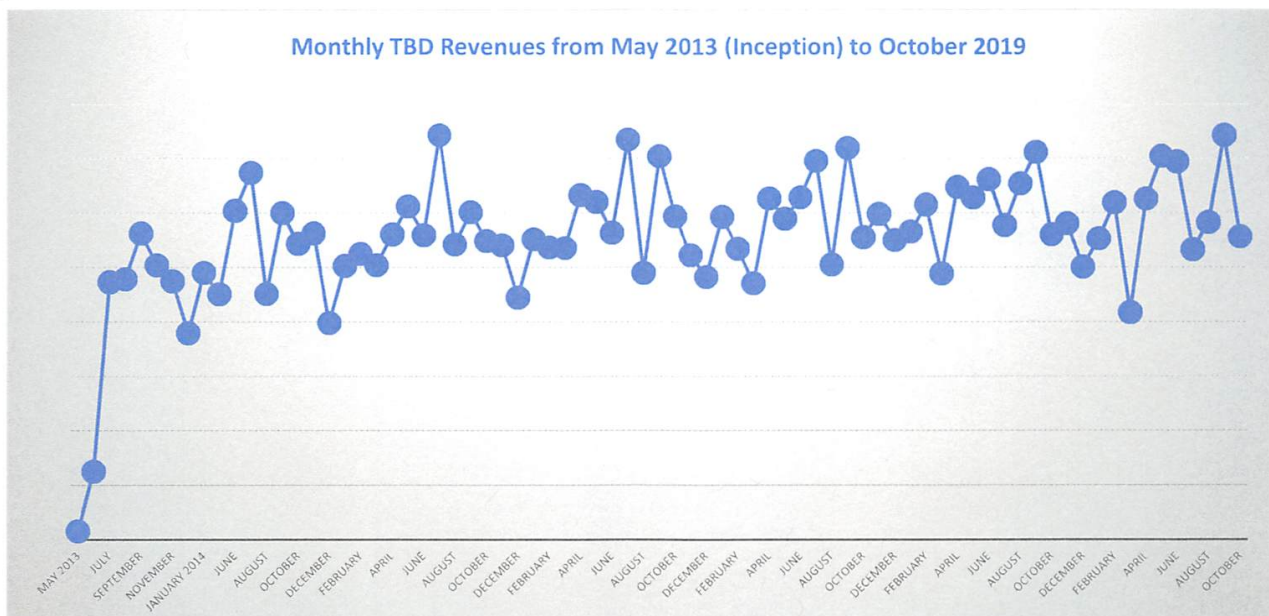


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Kenmore Transportation Benefit District
Monthly Report
October 31, 2019



Revenues	October 2019	Biennium-to-Date	Percent of Budget	Biennium Budget
Vehicle Fees	27,839	301,482	42.46%	710,000
Investment Interest	706	4,097	51.21%	8,000
Total Revenues	\$28,545	\$305,579	42.56%	\$718,000
Expenditures				
Reimbursement to Street Fund	0	0	0.00%	716,000
Total Expenditures	0	0	0.00%	716,000
Net Income (Loss)	\$28,545	\$305,579		\$2,000





City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: West Sammamish River Bridge Project Budget Approval Proposed Council Action/Motion: Approve increasing the W Sammamish River Bridge project budget by \$6.52M by issuing debt and utilizing future REET and Transportation Impact Fees to pay off the debt.	For Council Meeting Agenda of: January 13, 2020 Department: Public Works/Engineering Prepared by: John Vicente, PE <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"></th> <th style="text-align: right; border-bottom: 1px solid black;">Initial & Date</th> </tr> </thead> <tbody> <tr> <td>Approved by Department Head:</td> <td style="text-align: right;">J 1/7/2020</td> </tr> <tr> <td>Approved by City Attorney:</td> <td style="text-align: right;">NA</td> </tr> <tr> <td>Approved by Finance Director:</td> <td style="text-align: right;">[Signature]</td> </tr> <tr> <td>Approved by City Manager:</td> <td style="text-align: right;">[Signature]</td> </tr> </tbody> </table> Exhibits/Attachments: Exhibit A: REET Funding Worksheet Exhibit B: Transportation Impact Fee Worksheet		Initial & Date	Approved by Department Head:	J 1/7/2020	Approved by City Attorney:	NA	Approved by Finance Director:	[Signature]	Approved by City Manager:	[Signature]
	Initial & Date										
Approved by Department Head:	J 1/7/2020										
Approved by City Attorney:	NA										
Approved by Finance Director:	[Signature]										
Approved by City Manager:	[Signature]										

INFORMATION/BACKGROUND:

The West Sammamish River Bridge Replacement Project (Project) includes replacement of the existing southbound bridge, widened pedestrian and bicycle facilities between NE 170th Street and NE 175th Street, street illumination, retaining walls, drainage improvements, landscaping, utility undergrounding, and signal improvements.

PROJECT STATUS:

The project was advertised on October 14th and 6 bids were received on December 10th. The project bid was broken into two parts, Base Bid and Alternative Bid 1. The lowest bid received for the Base Bid was \$30,036,588.52. The lowest bid received for the Base Bid plus the alternative bid was \$31,318,343. Unfortunately, the Washington State Department of Transportation has rejected the low bidder for the base bid and the City must look at the second low bidder for award. The second low bidder for the base bid is \$30,318,343. Below were the elements of each bid part:

Base Bid:

- Bridge replacement
- Sidewalk and bike path on west side of 68th from 170th – 175th
- Sidewalk on 68th in front of Rhododendron Park
- New storm drainage and storm treatment facilities
- Underground of aerial utilities
- New street lighting
- Architectural features (accent lighting, decorative hand railing, bridge lookout area, concrete form lines, sidewalk scoring, landscape trellis)
- Edge and median landscaping
- New signals at NE 170th and NE 175th

Alternative Bid 1:

- New sidewalk and landscaping along the east side of 68th Ave NE from the NB bridge to NE 175th St
- Extend the NB right turn lane from NE 175th St to the bridge

The 3 year construction period and the permit restrictions are some of the reasons behind the higher than expected bids.

Council has two options for consideration: 1) funding the base bid and 2) funding the base bid plus the alternative bid. Council may also reject all bids. The following are reasons to support funding the base bid and not rejecting all bids:

1. If the bids are rejected and the project is redesigned to reduce scope, it will require approximately 2 years before a new package can be completed (redesign and reinitiating permit review) and the project re-advertised.
2. Given the time frame and the general nature of rebidding, it is not expected that a redesigned package will produce bids lower than those received.
3. The Bridge needs to be replaced, postponing replacement could lead to further weight restrictions on the bridge to possible permanent closure to vehicular traffic.

Awarding the alternative bid provides the following benefits:

1. Including the alternative bid completes the corridor and provides for a "finished" look.
2. Extending the NB right turn lane helps with traffic flow on 68th.

FUNDING:

The total projected cost to award the base bid of the project is estimated at \$43.3M and total project cost to award the base bid plus the alternative bid is \$44.42 million. The cost breakdown is as follows:

Base Bid Only (\$43.3M)	Base Bid + Alternative Bid (\$44.42M)
• Design: \$3.28M • Right of Way acquisition: \$1.28M • Construction (contract): \$30.3M • Construction (other¹): \$5.04M • Contingency: \$3.4M	• Design: \$3.28M • Right of Way acquisition: \$1.28M • Construction (contract): \$31.32M • Construction (other¹): \$5.04M • Contingency: \$3.5M

¹ Staff time, construction management consultant, engineering assistance, 10 year mitigation monitoring

The current available funding is \$36,791,482. Below is a breakdown on overall budget and additional funding needed:

Bid Option	Low Bid Amount	Other Construction Costs ²	Total Construction Budget	Councilmanic Debt Needed
Base Bid	\$30,301,418	\$8,440,900	\$33.22M	\$6.52M
Base Bid + Alternative Bid	\$31,318,343	\$8,540,900	\$32.22M	\$7.64M

² Staff time, construction management consultant, engineering consultant, construction contingency, 10-yr mitigation monitoring

A minimum of \$6.52M is needed to close the gap between the total project cost and the available funding. Staff recommends increasing the budget and proposes the following strategy to close the gap and fund the project:

- Issue debt in the amount of \$6.52M (\$7.64M if Base + Alternative bid is preferred) in 2021

- Utilize future REET and Transportation Impact Fee funds allocated to the Overlay Program to pay the debt. This would begin in 2022.

Staff will also request the State legislature to transfer \$6M of Connecting Washington Funds from the SR522 West B project to the W Sammamish River Bridge Project. Decision on this will not be known until April 2020. To award the project, however, the City must show a full funding strategy which is being accomplished through the debt service. If the State approves the transfer, the debt service will be reduced by the amount transferred by the State.

RECOMMENDATION:

City staff recommends increasing the W Sammamish River Bridge project budget by \$6.52M by issuing debt and utilizing future REET and Transportation Impact Fee funds to pay off the debt.

As an option to award the base bid plus the alternative bid: Council can authorize an increase in the W Sammamish River Bridge project budget by \$7.64M by issuing debt and utilizing future REET and Transportation Impact Fee funds to pay off the debt.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Council Goal 1: To focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle and other means of travel.

Priority Based Budgeting Result: Effective Mobility and Connected, Reliable Transportation Systems

Exhibit A

CITY OF KENMORE, WASHINGTON

REET Fund Projection Worksheet
For The Years 2019-2024

yellow highlights indicate updates due to bridge project

DESCRIPTION	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024
Beginning Cash	\$771,264	\$4,410,499	\$3,577,669	\$493,597	\$544,333	\$561,576
Revenues:						
REET 1	761,939	500,000	500,000	500,000	500,000	500,000
REET 2	761,939	500,000	500,000	500,000	500,000	500,000
Interest Earnings	15,332	49,105	40,777	9,936	10,443	10,616
Total Revenues	\$2,039,210	\$1,049,105	\$1,040,777	\$1,009,936	\$1,010,443	\$1,010,616
Transfers Out for Parks :						
P 6 Moorlands Park Imp	19,122	30,878	0	0	0	0
P 29 St Edward Ballfield	0	0	0	0	0	500,000
P 30 Rhododendron Boathouse Pavilion	0	0	3,200	3,200	3,200	3,200
P 18a Rhody Park Float Mitigation	17,248	2,000	2,000	2,000	0	0
P 26 Squires Landing Float Mitigation	19,261	4,000	4,000	4,000	0	0
P 28 Log Boom Mitigation	0	0	0	0	40,000	40,000
Subtotal - Transfers for Parks	55,631	36,878	9,200	9,200	43,200	43,200
Transfers Out for Roads:						
T27 Sidewalks						
Sidewalk Gaps	18,668	181,332	100,000	100,000	100,000	100,000
SR 522 Ph II Construction	50,000	0	0	0	0	0
T 42 68th Ave Ped & Bicycle Safety	0	679,401	2,165,649	0	0	0
T 37 West Samm Bridge	-2,000,000	0	0	0	0	0
T 37 West Samm Bridge 10-15yr debt, \$6.5M	0	0	0	750,000	750,000	750,000
T 41 Juanita Dr Pedestrian & Bicycle Safety	0	0	1,200,000	0	0	0
REET to be used for Road Maintenance			100,000	100,000	100,000	100,000
T 35 Overlay	75,676	824,324	550,000	750,000	650,000	400,000
Subtotal - Transfers for Roads	-1,855,656	1,685,057	4,115,649	950,000	950,000	1,350,000
Repayment to Strategic Opps Fund 2015/16	200,000	160,000	0	0	0	0
sidewalks						
Net Income/(Loss)	3,639,235	(832,830)	(3,084,072)	50,736	17,243	(382,584)
Ending Cash	\$4,410,499	\$3,577,669	\$493,597	\$544,333	\$561,576	\$178,992

decreased from \$650,000

Exhibit B

CITY OF KENMORE, WASHINGTON

Transportation Impact Fee Fund Projection Worksheet
For The Years 2019-2024

yellow highlights indicate updates due to bridge project

DESCRIPTION	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024
Beginning Cash	\$2,711,967	\$2,874,300	\$2,104,298	(\$29,579)	\$172,739	\$242,326
Revenues:						
Interest Earnings	47,873	28,743	21,043	(296)	1,727	2,423
Transp. Impact Fees	430,137	500,000	450,000	450,000	450,000	450,000
Total Revenues	\$478,010	\$528,743	\$471,043	\$449,704	\$451,727	\$452,423
Transfers Out for Roads:						
T 37 West Samm Bridge	27,920	0	0	247,386	382,141	0
NE 202nd Sidewalk*	0	0	0	0	0	0
Arrowhead Sidewalk	6,100	33,130	78,988	0	0	0
NE 153rd Sidewalk	35,654	0	0	0	0	0
T 42 68th Ave Ped & Bicycle Safety	0	0	0	0	0	0
NE 181st 65-67 Sidewalk	246,003	0	0	0	0	0
T 41 Juanita Ped & Bicycle Safety	0	1,265,615	2,525,932	0	0	0
Subtotal - Transfers for Roads	\$315,677	\$1,298,745	\$2,604,920	\$247,386	\$382,141	\$0
Net Income/(Loss)	\$162,333	(\$770,002)	(\$2,133,877)	\$202,318	\$69,586	\$452,423
Total Ending Cash	2,874,300	2,104,298	(29,579)	172,739	242,326	694,749

increased from \$282,141

2020 COUNCIL COMMITTEE LIST

APPOINTMENT BY THE CITY COUNCIL–

Name of Regional Board/Committee	Position or Informational?	Meeting Schedule & Location	City Representative(s)
ETP - Eastside Transportation Partnership King County Transportation Dept.	2 Voting Positions	2 nd Friday, 7:30 – 9:30 a.m. Bellevue School District Office Room 200 (Old Boardroom)	Nigel Herbig Milton Curtis Vacant
SeaShore Transportation Forum King County Transportation Dept.	2 Voting Positions	1 st Friday, 7:30 – 9:30 a.m. Shoreline City Hall	David Baker Nigel Herbig Vacant (Alternate)
SCA PIC - Public Issues Committee Sound Cities Association (SCA)	1 Voting Position	2 nd Wednesday, 7:00 p.m. Renton City Hall	David Baker Debra Srebnik (Alternate)
WRIA #8 – Water Resource Inventory Area #8 Salmon Recovery Council	1 Voting Position	3 rd Thu every other month 3:00 – 5:30 p.m. (Jan, Mar, May, Jul, Sep, Nov) Bellevue	Joe Marshall David Baker (Alternate)
Northshore Park and Recreation Board	1 Voting Position	Meets three or four times a year. Northshore Senior Center, 10201 E. Riverside Drive, Bothell	Joe Marshall Vacant
Northshore Performing Arts Advisory Board			Debra Srebnik

OTHER REGIONAL AND NATIONAL BOARDS & COMMITTEES THAT KENMORE SERVES ON (NOT APPOINTED BY THE COUNCIL)-

Name of Regional Board/Committee	Position or Informational?	Meeting Schedule & Location	City Representative(s)
SCA Board of Directors Sound Cities Association (SCA)	1 Voting Position	4 th Thursday, 9:30 – 11:30 am March, May, July, Sept, Oct, Nov Renton City Hall	David Baker (President of SCA)
BOH – Board of Health Sound Cities Association (SCA)	½ Voting Position	3 rd Thursday, 1:30 - 3:30 pm County Council Chambers	David Baker
Advisory Council on Aging & Disability Services (ADS) Sound Cities Association (SCA)	1 Voting Position	2 nd Friday of each month	David Baker (Chair)
AWC - Legislative Committee	2 Voting Positions		David Baker
Northend Mayor's Meeting	Informational	1 st Tuesday, 11:30 a.m. Various Locations	Mayor
North Lake Washington Mayor's	Informational	2 nd Thursday, 7:30 a.m. Various Locations	Mayor
NLC – Board of Advisors	1 Position	Meets three times a year	David Baker
NLC – Transportation Committee	1 Position	Meets three times a year	
NLC ITC - Information Technology & Communications Committee	1 Position	Meets three times a year	David Baker
NLC – University Board of Advisors	1 Position	Meets three times a year	David Baker
NLC-UCC – University City Council Steering Committee	1 Position	Meets three times a year	David Baker

Name of Regional Board/Committee	Position or Informational?	Meeting Schedule & Location	City Representative(s)
NLC – Council on Youth, Education and Families	2 Positions	Meets three times a year	David Baker
NLC – University Fellows	2 Positions		David Baker
Office of Law Enforcement Oversight Committee	1 position	4th Friday of each month. King County Offices.	David Baker (Co-Chair)
PSRC Executive Board			David Baker
Federal Legislative Committee			David Baker

Open Government Training for Councilmembers

State law requires elected officials to complete training in the Open Public Meetings Act (OPMA), Public Records Act (PRA) and records retention (Chap. 40.14 RCW) within 90 days of taking their oath of office. Elected officials must then complete “refresher training” every 4 years, as long as they hold office. The following links provide general information about the required training, and the last bullet point also provides links to online training created by the Attorney General’s Office to meet the state mandated training requirements:

- <http://mrsc.org/getdoc/292d2767-8466-49e6-b4ad-83c77feae7b0/Explaining-theOpen-Government-Trainings-Act.aspx> (general information)
- http://agportals3bucket.s3.amazonaws.com/uploadedfiles/Home/About_the_Office/Open_Government/Open_Government_Training/QandA-Re-ESB-5964.pdf (general information)
- <https://www.atg.wa.gov/opengovernmenttraining.aspx> (provides links to online training curriculum – 5 lessons & training certificate)